TOWN OF ACTON
2017 ANNUAL TOWN REPORT

Town of Acton

Incorporated as a Town: July 3, 1735

Type of Government: Town Meetings ~ Board of Selectmen/Town Manager

Location: Eastern Massachusetts, Middlesex County, bordered on the east by Carlisle and Concord, on the west by Boxborough, on the north by Westford and Littleton, on the south by Sudbury, and on the southwest by Stow and Maynard.

Elevation at Town Hall: 268' above mean sea level

Land Area: Approximately 20 square miles

Population:

Year	Persons
1950	3,510
1960	7.238
1970	14,770
1980	19,000
1990	18,144
2000	20,331
2010	21,936
2011	22,012
2012	21,650
2013	21,584
2014	21,597
2015	21,386
2016	22,204
2017	21,511

Front Cover
Color photo courtesy of Mark S.Tomyl
New Acton Human Services and Senior Center located at 30 Sudbury Road

2017 Annual Reports
Town
of
Acton, Massachusetts

Two Hundred and Eighty Second
Municipal Year
For the year ending December 31, 2017

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THE 2017 TOWN REPORT IS DEDICATED TO:
CHIEF FRANCIS J. WIDMAYER, 1977-2017

Chief Frank Widmayer started off as a Seasonal Police Officer in the town of Barnstable on Cape Cod in 1973.

Shortly thereafter, from September 1973 to July 1974, he was hired as a Police Officer with the town of Westford, our next door neighbor, a town very similar to Acton. In July of 1977, the 4th of July to be exact, he joined the ranks of the Acton Police Department as a Police Officer, where he remained until his retirement on January 31st.

During his tenure with Acton, he was promoted to Sergeant in March of 1985, Lieutenant in January of 1988, Acting Police Chief in September of 1999, and then the permanent appointment of Police Chief in June of 2000. In addition to his illustrious career with the Police Department, he also was very much involved in organizations that complimented and supported the public safety field; one of them being the Domestic Violence Services Network (DVSN) where he played an integral part in its creation and its strong connection to Acton and its surrounding communities.

On behalf of the town and citizens of Acton, we wish Frank a healthy, happy and prosperous retirement.
Courtesy of Marianne Fleckner, Human Resources Director

IN MEMORIUM

NAOMI E. “BETTY” MCMANUS
Acton Housing Authority
Acton Community Housing Corporation
Doli Atamian Campership Program

F. DORE HUNTER
Acton-Boxborough Regional School Committee
Board of Selectmen
Minuteman Regional School Committee
Veteran’s Service Agent

DEWITT CLINTON “CLINT” SEWARD III
Finance Committee

CINDY A. PATTON
Commission on Disabilities

BOARD OF SELECTMEN

2017 was a year of change and disquiet at the national level that occasionally had an impact on Acton residents and the work of the Board of Selectmen. The year opened with the inauguration of the 45th President and the participation of Acton residents among millions of women (and men) nationwide in marches to support women's rights, social justice and human rights. The year drew to a close with a change in the federal income tax law that had taxpayers across the country, including in Acton, scrambling in the last week of December to prepay assessed property taxes. In between, the Selectmen grappled with an array of issues, including some contentious matters that filled our meeting room as well as Town Meeting with engaged citizens.

BOARD MEMBERSHIP CHANGES

In April, the Selectmen elected officers for the 2017-2018 year: Janet Adachi became Chairman, Katie Green became Vice Chairman, and newcomer Joan Gardner, who prevailed in a contested race for Franny Osman's seat, and who previously had served on the Board from April 1974 to April 1983, became Clerk.

TOWN MANAGER SEARCH

In May, Town Manager Steven Ledoux, announced that he would be retiring effective July 2018 after a decade in Acton and a 41-year career as a town manager. The Selectmen appointed the Town Manager Search Committee in July to develop a candidate profile, solicit applications, screen applicants and present a slate of finalists for the Board's consideration, which will occur in April 2018, immediately following Annual Town Meeting.

ANNUAL GOAL-SETTING

In June, the Selectmen met to establish short-term goals for the coming Board year, and long-term goals for a period extending beyond one year. Among the top-ranked short-term and long-term goals: the development and implementation of a Town-wide sustainability policy, the hiring of a new Town Manager, and some water-resources-related goals motivated by the ongoing litigation regarding Concord's proposed water treatment facility at Nagog Pond.

SUSTAINABILITY POLICY

The Selectmen are working with members of community-based environmental group Green Acton to develop a Town-wide sustainability policy that will inform future planning and decisions by the Board, Town staff and other Town committees. The policy certainly will address environmentally responsible action, such as energy and resource conservation and efficiency, but also could include guidance on economic and social responsibility, as Green Acton members and some Town committees have recommended.

IMMIGRATION-STATUS POLICY

In October, the Selectmen adopted an immigration policy that, except in very limited circumstances, prohibits Town staff members from collecting and using information about an individual's immigration status. The policy was a response to concerns about the potentially disruptive impact on Acton of federal Immigration & Custom Enforcement efforts against undocumented residents. The Selectmen initially discussed whether Acton should be become a "sanctuary" community. That topic proved controversial, with divided opinions among the general public and on the Board. The Selectmen decided instead that the Police Department's longstanding and effective "community policing" practice would be an appropriate model to follow. A group of residents worked with the Police Department to formalize its practice as a new policy, which in turn, served as the basis for the Board's new policy.

RECREATIONAL MARIJUANA

Following the Governor's signing in July of the recreational marijuana law that the Massachusetts Legislature had rewritten, a group of citizens approached the Selectmen about banning retail marijuana businesses in Acton. The Selectmen were disinclined to pursue a ban before seeing the regulations due out in March 2018 that would clarify the law. But the Board was willing to pursue a one-year moratorium, through 2018, on the consideration of any application for a recreational marijuana establishment; the moratorium also would give the Town time to evaluate the new regulations.

At Special Town Meeting on December 4, which drew a noteworthy crowd of 1300 voters including many first-

time Town Meeting attendees, voters approved not only the Selectmen-recommended proposal for a one-year moratorium, but a non-binding citizens' resolution, requesting that the Board authorize a local ballot question, seeking a ban on recreational marijuana establishments in Acton. Draft regulations came out in late December. The Selectmen expect to discuss next steps early in 2018.

LITIGATION

Caplan v. Town of Acton. Early in 2017, the plaintiffs appealed the Superior Court's denial of the plaintiffs' request for a preliminary injunction to prevent the Town's disbursement of Community Preservation Act (CPA) funds for historical preservation purposes to two Acton churches. The plaintiffs also sought and were granted review by the Supreme Judicial Court (SJC). The plaintiffs and Town agreed that the CPA funds would remain undisbursed until the SJC decided the appeal. Oral arguments were in September. The SJC's decision still is pending.

Nagog Pond Water Treatment Project. In March, after over a year of hearings that included a plethora of comments from abutters and other residents, the Board issued its site plan special permit decision, approving the Town of Concord's proposed water treatment plant project, subject to numerous conditions. Concord challenged the conditions in an appeal to the Massachusetts Land Court. Months of confidential settlement discussions ensued, resulting in a proposed amended decision. The Selectmen reopened the site plan hearing in November to receive public input on the proposed changes; the amended decision required the support of at least four Selectmen, but only received three votes. As a result, Concord's appeal of the Board's original March decision still is in Land Court, and will go to trial in mid-2018 unless the two towns are able resolve their differences before then.

At 2017 Annual Town Meeting in April, voters approved three non-binding citizens'-petition resolutions related to the Nagog Pond matter. The resolutions asked the Selectmen to undertake a long-term study of the Town's water-needs and water resources; reach an agreement with the Towns of Littleton and Concord, the Acton Water District and the Commonwealth of Massachusetts for access to Nagog Pond water; and petition the Massachusetts Legislature to affirm Acton's right to water from Nagog Pond pursuant to 1884 special legislation. The Board plans to address those non-binding resolutions, though the timing will depend on what happens in the ongoing litigation.

SPECIAL COMMITTEE UPDATES

Some progress reports on four specific-purpose, short-term committees that the Selectmen have authorized since 2016:

MAIN STREET MASTER PLAN SPECIAL COMMITTEE

Formed in August 2016, the Main Street Master Plan Special Committee has been working to develop concepts for improvements or redevelopment of the 348-364 Main Street parcel, which consists of the current location of the Kennedy Landscaping Company and the adjacent empty lot that the town purchased in early 2016. The committee held a public forum this past fall to gather feedback on proposed solutions. Since then, the committee has focused on fleshing out three concepts and plans to bring these back to another public forum in 2018.

ACTON DOG PARK COMMITTEE

The Acton Dog Park Committee, formed this year, is considering whether Acton needs or would benefit from a dog park, including the pros and cons of having a dog park in Acton, the most suitable site, desirable park features, operating and maintenance needs, and potential funding sources.

53 RIVER STREET MASTER PLAN SPECIAL COMMITTEE

The 53 River Street Master Plan Special Committee, whose charge the Board approved this year, will develop a proposed plan of use for the parcel at 53 River Street, which the Town acquired pursuant to Special Town Meeting approval in November 2016. The screening of applicants for membership is underway.

WEST ACTON SEWER ACTION ADVISORY COMMITTEE

The West Acton Sewer Action Advisory Committee, formed this year, is determining the feasibility, based on engineering, financial, environmental and other considerations, of sewering portions of West Acton, including business and residential locations and the West Acton school campus.

In closing, we express our appreciation and thanks for the support and involvement of local citizens, including the many resident-volunteers serving on Town committees; and for the talented, dedicated Town employees, whose collective services make Acton the wonderful place that it is.

A very special thank-you and our heartfelt best wishes to retiring Town Manager Steve Ledoux, who has kept the Selectmen and the Town on track since 2008, and has been a pleasure to work with. We shall miss you, Steve!

Respectfully submitted,

Janet K. Adachi, Chairman
Katie Green, Vice Chairman
Joan Gardner, Clerk
Chingsung Chang
Peter J. Berry

TOWN MANAGER'S REPORT

It is with a mixture of joy and sadness that I submit my last Town Manager report to the citizens of Acton. After ten years of service to the Town and 41 years of service to communities in Massachusetts, Michigan, and New York, I will be retiring on June 30, 2018. I couldn't have chosen a better career and I have enjoyed working with an incredibly dedicated staff and volunteers, who have unselfishly given themselves to the service of the community. I will always look back fondly to my time in Acton. To quote Jimmy Buffett from his song "He Went To Paris", "Some of its magic, some of its tragic, but I had a good life all the way"

Annual Town Meeting in April 2017 approved a Town Budget of $33,709,649, an increase of 3.22%. The budget included HVAC improvements to the Center Fire Station, Roof and HVAC improvements for the Memorial Library, Main and Prospect Streets traffic safety study, as well as a Bike Route safety study.

In September of 2017, The Town commenced Advanced Life Support service, offering paramedic service to users of the Town's ambulance service. This will provide our residents with complete paramedic care and dramatically reduce response time for ALS.
September also saw the Town of Acton open its new Human Service and Senior Center at 30 Sudbury Road. This state of the art facility houses the Senior Center as well as Acton Nursing Service, the Community Services Coordinator, Veterans' Services, the Transportation program and the Jail Diversion program. The building provides one stop shopping for a variety of human service needs.

The Town also commenced the Acton Power Choice program in September. This is an electric aggregation program, where the Town provided a group purchase for both residential and business electric users in Town. The Power Choice standard offered to consumers provided at least 17% of the electricity generated by renewable electric projects in New England. Power Choice Green was also offered, which provided its power from 100% renewable energy projects in New England. Rates for both plans will remain the same until 2019.

The Town welcomed the Insulet Corporation to Town. Town Meeting approved a 20 year Tax Increment Financing plan that allows Insulet to occupy 100 Nagog Park, a 201,640 square foot building that has been vacant for well over 10 years. In addition, because of the tax incentive, Insulet will construct an additional 108,000 square feet. The company is relocating 500 jobs from their Billerica location and when the new construction is complete, will generate another 500 jobs.

January 2017 saw the retirement of Police Chief Frank Widmayer, who served the Town as Chief for the past 20 years and as a member of the department for over 40 years. Frank is well respected by citizens and staff alike and will be greatly missed. Deputy Chief Richard Burrows was appointed Police Chief in March. Lieutenant James Cogan, was appointed Deputy Chief in March as well.

I would like to thank the Board of Selectmen for the support they have shown me over the past ten years and giving me trust to run the Town as I saw fit. I could not have succeeded without the talented staff that Acton is fortunate to have. We have solved a lot of problems together, provided municipal best practices and had fun doing it. I will miss you all.

Respectfully Submitted,

Steven L. Ledoux
Town Manager

TOWN REPORT COMMITTEE

The Town Report Committee is responsible for the publication of the Annual Town Report. This involves notifying and collecting the individual components, proofing the items before and after they are sent to the printer and serving as a liaison with the printer to ensure that an accurate and complete as possible Town Report is prepared.

Each year, preparation of the Town's Annual Report provides the opportunity for Town officials, boards, committees and department leaders to formally report to townspeople on the activities of the previous year, and anticipated opportunities and challenges.

The report cover highlights the new Human Services and Senior Center located at 30 Sudbury Road

FINANCIAL MANAGEMENT SERVICES

BOARD OF ASSESSORS

The Town's tax base continues to be strong, growing 5% over the prior fiscal year. A majority of the change was market driven based on calendar 2015 sales as well as new construction put in place on July 1, 2016. At the annual classification hearing, the Board of Selectmen voted a residential factor of 1 which resulted in a single tax rate of $19.06.

Fiscal Year 2017
Valuation Summary

Property Class	Valuation	% of Total
Residential	3,738,480,702	88.4%
Commercial	321,116,548	7.6%
Industrial	91,159,455	2.1%
Personal Property	79,697,808	1.9%
Total Taxable Value	4,230,454,513	
	100%	

The Board of Assessors regular scheduled meetings are on the first Wednesday of each month at 6:00 P.M. in the Town Hall. Additional meetings are held as needed. Dates and times are posted 48 hours in advance.

Tax Rates

Residential	Com/Ind/PP
$19.06	$19.06

Assessors

Carol Leipner Srebnick, Chairman
Susan Miller
Gary Yu

HOUSE OF SALES

Sale Date	St	Address	Sale Amount
1/6/15	415	MAIN ST	560,000
1/7/15	10	WOODFIELD RD	640,000
1/8/15	311	CENTRAL ST	334,000
1/8/15	32	CARLTON DR	825,000
1/9/15	6	MEADOWBROOK RD	475,250
1/12/15	103	HAYWARD RD	410,000
1/16/15	6	GUSWOOD RD	730,000
1/29/15	127	CONCORD RD	475,000
1/30/15	7	GREENWOOD LN	522,000
2/2/15	2	JAY LN	850,000
2/13/15	608	MASS AV	474,000
2/17/15	26	BLACK HORSE DR	527,000
2/26/15	49	FLINT RD	445,000
3/5/15	87	HAMMOND ST	617,000
3/16/15	27	SIMON WILLARD RD	429,900
3/16/15	10	BRUCEWOOD RD	464,600
3/18/15	1	HUCKLEBERRY LN	780,000
4/1/15	11	LAWSBROOK RD	341,000
4/10/15	120	STOW ST	460,000
4/15/15	418	CENTRAL ST	337,000
4/15/15	9	WINTER ST	450,000
4/21/15	171	MAIN ST	305,000
4/24/15	63	WINDSOR AV	648,000
4/24/15	4	ROBINWOOD RD	640,214
4/27/15	14	BRUCEWOOD RD	525,000
4/29/15	35	WILLOW ST	525,000
4/30/15	33	NASHOBA RD	862,400
4/30/15	13	LINCOLN DR	615,000
4/30/15	7	PATRIOTS RD	509,775
4/30/15	76	WILLOW ST	520,000
5/1/15	51	LAWSBROOK RD	720,000
5/5/15	15	ROBINWOOD RD	550,000
5/6/15	14	WHITTIER DR	650,000
5/15/15	5	JOSEPH REED LN	480,000
5/15/15	41	MINOT AV	875,000
5/20/15	39	CENTRAL ST	470,000
5/20/15	12	INDEPENDENCE RD	720,000
5/21/15	25	WOOD LN	510,000
5/21/15	7	CARRIAGE DR	480,000
5/26/15	40	NASH RD	379,000
5/27/15	11	HOSMER ST	630,000
5/27/15	140	RIVER ST	425,000

5/28/15	2	JOHN SWIFT RD	445,000
5/28/15	2	ASHWOOD RD	605,000
5/29/15	8	HURON RD	465,000
5/29/15	399	CENTRAL ST	575,000
5/29/15	156	CENTRAL ST	285,000
5/29/15	11	POND VIEW DR	482,500
5/29/15	12	BROADVIEW ST	645,000
6/3/15	2	CARLTON DR	623,500
6/4/15	101	CHARTER RD	720,000
6/4/15	17	FAULKNER HILL RD	550,000
6/5/15	26	CONCORD RD	610,000
6/8/15	68	TAYLOR RD	597,000
6/9/15	6	ORCHARD DR	465,888
6/9/15	43	FAULKNER HILL RD	541,500
6/12/15	69	WINDSOR AV	775,000
6/15/15	4	CLOVER HILL RD	419,900
6/16/15	17	LINCOLN DR	526,655
6/16/15	8	MOHEGAN RD	405,000
6/17/15	9	MARTIN ST	516,500
6/17/15	43	MAPLE ST	405,000
6/18/15	15	OVERLOOK DR	710,000
6/25/15	664	MASS AV	450,000
6/25/15	3	ROBERT RD	1,080,000
6/26/15	14	HENLEY RD	930,000
6/26/15	41	CARLISLE RD	890,000
6/26/15	86	SEMINOLE RD	470,000
6/26/15	12	MARIAN RD	533,000
6/26/15	4	DUGGAN RD	466,000
6/26/15	108	RIVER ST	330,000
6/26/15	6	PIPER RD	574,800
6/29/15	170	MAIN ST	473,000
6/29/15	14	FARMSTEAD WY	675,000
6/30/15	10	MOHEGAN RD	513,000
6/30/15	138	POPE RD	947,710
6/30/15	25	FAULKNER HILL RD	499,900
6/30/15	27	ROBINWOOD RD	646,000
6/30/15	8	SILVER HILL RD	790,000
7/1/15	251	NAGOG HILL RD	526,900
7/1/15	16	WASHINGTON DR	678,000
7/1/15	4	ROBERT RD	751,500
7/7/15	63	PIPER RD	492,000
7/7/15	39	PIPER RD	495,000
7/9/15	16	BULETTE RD	800,000
7/10/15	3	TUPELO WY	796,000
7/15/15	18	MILLDAM RD	597,000

7/15/15	15	OAKWOOD RD	531,000
7/15/15	13	ROBINWOOD RD	575,000
7/16/15	31	PARKER ST	750,000
7/20/15	60	NASHOBA RD	533,500
7/20/15	55	MAPLE ST	240,000
7/21/15	220	NEWTOWN RD	1,000,000
7/21/15	2	FAULKNER HILL RD	542,900
7/22/15	20	NOTRE DAME RD	637,500
7/23/15	8	TUPELO WY	805,000
7/27/15	94	HOSMER ST	445,000
7/27/15	7	PIPER RD	855,000
7/28/15	733	MAIN ST	410,000
7/29/15	1	STACYS WY	1,040,000
7/30/15	64	WOOD LN	899,000
7/30/15	151	POPE RD	930,000
7/31/15	68	SEMINOLE RD	467,000
7/31/15	87	NAGOG HILL RD	652,000
7/31/15	416	ARLINGTON ST	475,000
8/3/15	19	STONEYMEADE WY	880,000
8/5/15	15	DEACON HUNT DR	620,000
8/6/15	4	ONEIDA RD	451,300
8/6/15	24	HEMLOCK LN	525,000
8/6/15	2	NASH RD	459,000
8/6/15	20	CARLTON DR	843,000
8/7/15	253	SCHOOL ST	515,000
8/10/15	22	CARLISLE RD	543,000
8/11/15	12	JUNIPER RIDGE RD	466,000
8/12/15	8	OLDE LANTERN RD	495,000
8/13/15	14	KNOWLTON DR	801,000
8/14/15	1	KENNEDY LN	785,000
8/14/15	31	CAPT BROWNS LN	600,000
8/14/15	37	HERITAGE RD	469,950
8/17/15	31	HOSMER ST	570,000
8/19/15	20	HOMESTEAD ST	400,000
8/21/15	18	JOHN SWIFT RD	460,000
8/21/15	30	BLACK HORSE DR	580,000
8/24/15	66	PIPER RD	545,000
8/25/15	11	OAKWOOD RD	608,000
8/25/15	3	CONCORD PL	972,500
8/26/15	50	MAIN ST	493,000
8/27/15	88	HAMMOND ST	524,900
8/27/15	9	FARMSTEAD WY	760,000
8/28/15	107	NEWTOWN RD	435,000
9/1/15	27	ONEIDA RD	586,000
9/2/15	31	MARTIN ST	410,000

9/4/15	4	PHLOX LN	569,000
9/10/15	75	ROBBINS ST	425,000
9/11/15	50	SEMINOLE RD	495,000
9/15/15	9	KELLEY RD	491,400
9/18/15	147	NEWTOWN RD	736,000
9/18/15	12	PARKER ST	490,000
9/21/15	135	SCHOOL ST	454,000
9/23/15	38	QUABOAG RD	500,000
9/23/15	8	ALCOTT ST	530,900
10/1/15	5	KNOWLTON DR	675,500
10/1/15	36	HOSMER ST	499,000
10/1/15	122	NONSET PA	794,000
10/13/15	23	HOMESTEAD ST	486,500
10/13/15	143	WILLOW ST	318,950
10/14/15	31	ETHAN ALLEN DR	499,000
10/14/15	1	FLAGG RD	490,000
10/16/15	2	NADINE RD	554,500
10/16/15	28	CONANT ST	565,000
10/19/15	211	CENTRAL ST	600,000
10/26/15	247	MAIN ST	455,000
10/28/15	56	STRAWBERRY HILL RD	628,900
10/28/15	5	MUSKET DR	658,000
10/29/15	144	NEWTOWN RD	524,000
10/29/15	16	MUSKET DR	554,000
10/29/15	3	WOOD LN	533,000
10/29/15	8	FLAGG RD	460,000
10/29/15	11	OLDE LANTERN RD	592,900
10/29/15	7	HORSESHOE DR	690,000
10/30/15	124	POPE RD	700,000
11/2/15	95	NEWTOWN RD	985,000
11/3/15	14	ONEIDA RD	439,000
11/6/15	19	ORCHARD DR	482,219
11/6/15	80	LIBERTY ST	816,000
11/9/15	20	BAYBERRY RD	530,000
11/12/15	5	JEFFERSON DR	415,101
11/12/15	13	DURKEE RD	404,000
11/19/15	2	BEACON CT	495,000
11/20/15	18	PRESCOTT RD	698,000
11/23/15	84	ESTERBROOK RD	839,350
11/23/15	1	JOHN SWIFT RD	540,000
11/27/15	9	HEATHER HILL RD	555,000
11/30/15	28	SIMON WILLARD RD	435,500
11/30/15	180	POPE RD	965,250
11/30/15	16	OLDE LANTERN RD	565,000
12/1/15	24	BLACK HORSE DR	688,000

12/3/15	14	FRANCINE RD	530,000
12/3/15	14	ALCOTT ST	627,000
12/4/15	23	PAUL REVERE RD	547,100
12/8/15	29	NASH RD	423,000
12/10/15	7	NADINE RD	435,000
12/11/15	18	GRIST MILL RD	568,500
12/16/15	16	HILLCREST DR	460,000
12/18/15	517	MAIN ST	610,000
12/21/15	11	CONANT ST	592,000
12/22/15	6	CAPT BROWNS LN	585,000
12/28/15	88	SUMMER ST	467,000
12/29/15	9	GREENWOOD LN	613,500
12/30/15	16	FRANCINE RD	490,000
12/30/15	29	ROBINWOOD RD	545,000
1/8/15	9	LEDGE ROCK WY	695,000
1/15/15	11	LEDGE ROCK WY	699,900
1/16/15	9	ELM ST UNIT 7	178,000
1/21/15	15	HARTLAND WY	374,900
1/29/15	7	PARKLAND LN	672,115
1/30/15	35	GABRIEL LN	725,913
2/3/15	67	DRUMMER RD	240,000
2/3/15	139	PROSPECT ST #4	489,000
2/5/15	20	GABRIEL LN	644,229
2/6/15	11	GREENSIDE LN	503,895
2/11/15	13	LEDGE ROCK WY	699,900
2/18/15	1	TOWNE HOUSE LN #S1	48,000
2/24/15	9	GABRIEL LN	660,555
2/27/15	142	BUTTERNUT HOLLOW	226,500
2/27/15	2	TOWNE HOUSE LN #7	91,000
2/27/15	19	PARKLAND LN	791,455
3/19/15	595	GREAT ELM WY	222,600
3/20/15	205	GREAT RD #B8	106,500
3/23/15	13	HARTLAND WY	410,000
3/25/15	11	ELM ST UNIT 4	160,525
3/31/15	7	JENNIFER PA	485,000
3/31/15	3	GABRIEL LN	644,469
3/31/15	21	PARKLAND LN	798,197
4/1/15	2	BREWSTER LN	273,000
4/2/15	571	GREAT ELM WY	223,000
4/2/15	10	FRANKLIN PL	582,000
4/3/15	426	GREAT RD #15	80,000
4/3/15	23	PARKLAND LN	679,781
4/10/15	401	GREAT ELM WY	215,000
4/10/15	401	GREAT RD #6	227,000
4/15/15	10	WAMPUS AVE #14	123,000

4/16/15	177	SPLIT ROCK DR	208,000
4/17/15	420	GREAT RD #C7	122,000
4/17/15	16	GREENSIDE LN	484,280
4/22/15	420	GREAT RD #B1	157,000
4/22/15	209	GREAT RD #C6	127,000
4/23/15	187	GREAT RD #A7	92,500
4/24/15	386	OLD BEAVERBROOK	215,000
4/28/15	523	TUMBLING HAWK	220,000
4/28/15	118	PARKER ST #25	155,350
4/28/15	10	WAMPUS AVE #21	170,000
4/29/15	18	GREENSIDE LN	551,696
4/30/15	139	PROSPECT ST #12	515,000
5/7/15	20	PARKLAND LN	592,015
5/8/15	391	PINE CONE STRAND	215,000
5/12/15	27	PARKLAND LN	724,100
5/15/15	2	DRUMMER RD #D3	156,500
5/15/15	1	PARKLAND LN	579,710
5/22/15	529	GREAT ELM WY	237,000
5/22/15	66	SKYLINE DR	775,000
5/26/15	3	PARKLAND LN	536,760
5/29/15	123	WATERSIDE CLR	230,000
5/29/15	3	BLUEBERRY PA	990,000
5/29/15	6	WALNUT ST	794,000
5/29/15	29	PARKLAND LN	700,690
6/1/15	525	TUMBLING HAWK	269,900
6/1/15	7	WINDINGWOOD LN	535,000
6/1/15	205	GREAT RD #B6	114,000
6/2/15	6	DRUMMER RD #F5	165,000
6/4/15	6	HAZELNUT ST	747,000
6/10/15	34	MEYER HILL DR	509,000
6/11/15	11	ALEXANDRA WY	878,750
6/15/15	44	MEYER HILL DR	488,000
6/15/15	16	PARKLAND LN	639,865
6/17/15	251	BROWN BEAR CRSG	210,000
6/18/15	428	GREAT RD #5	110,000
6/19/15	27	HARTLAND WY #205	209,000
6/19/15	10	PARKLAND LN	682,730
6/22/15	263	BROWN BEAR CRSG	285,000
6/23/15	17	MEETINGHOUSE RD	260,000
6/25/15	28	GABRIEL LN	678,098
6/26/15	3	WHEELWRIGHT LN	710,000
6/26/15	1	BITTERSWEET LN	749,000
6/26/15	5	GABRIEL LN	665,889
6/26/15	29	GABRIEL LN	723,231
6/29/15	665	PHEASANT HILL	286,000

6/29/15	532	OLD STONEBROOK	265,000
6/29/15	511	TUMBLING HAWK	290,000
6/29/15	29	DRUMMER RD	249,000
6/30/15	6	PARKLAND LN	646,730
7/1/15	407	GREAT ELM WY	286,000
7/7/15	547	GREAT ELM WY	220,000
7/8/15	7	BETH CIR	275,000
7/8/15	10	ALEXANDRA WY	820,000
7/14/15	46	BREWSTER LN	336,000
7/15/15	5	OLD CART PA	743,000
7/15/15	27	HARTLAND WY #210	176,000
7/17/15	35	MEYER HILL DR	455,000
7/20/15	5	BRIMSTONE LN	750,000
7/20/15	1	REEVE ST	715,000
7/23/15	37	GABRIEL LN	687,205
7/24/15	382	GREAT RD B103	79,900
7/28/15	388	GREAT RD A1	140,000
7/29/15	515	TUMBLING HAWK	272,500
7/29/15	1	GRACE PA	681,000
7/29/15	12	PARKLAND LN	668,000
7/30/15	87	DRUMMER RD	261,000
7/30/15	6	CAPT HANDLEY RD	780,000
7/31/15	171	SKYLINE DR	810,660
8/4/15	301	OLD BEAVERBROOK	285,000
8/4/15	170	SKYLINE DR	687,952
8/5/15	209	GREAT RD #A6	99,000
8/12/15	105	MAIN ST	240,000
8/12/15	25	GABRIEL LN	657,369
8/13/15	243	PINE CONE STRAND	220,000
8/13/15	3	BRAMBLE WA	782,000
8/13/15	18	PARKLAND LN	628,535
8/14/15	2	SULLIVAN LN	615,000
8/19/15	42	NYLANDER WY	479,800
8/20/15	10	ABEL JONES PL	545,000
8/20/15	132	PARKER ST #H5	165,000
8/21/15	6	QUAIL RUN	505,000
8/24/15	548	ACORN PARK DR	780,000
8/28/15	125	WATERSIDE CLR	218,500
8/28/15	5	ELLSWORTH VILLAGE RD	425,900
8/28/15	27	GABRIEL LN	651,243
8/31/15	28	PARKLAND LN	745,442
9/2/15	5	PARKLAND LN	775,000
9/4/15	12	MONUMENT PL	662,000
9/11/15	32	PARKLAND LN	651,315
9/15/15	386	GREAT RD B15	85,000

9/15/15	36	PARKLAND LN	671,536
9/16/15	13	WINDINGWOOD LN	530,000
9/18/15	2	WINTERBERRY PA	590,000
9/18/15	11	REX LN	703,000
9/21/15	114	WATERSIDE CLR	208,000
9/22/15	209	GREAT RD #B5	107,000
9/25/15	48	GREAT RD #15	70,000
9/25/15	18	GABRIEL LN	665,650
9/29/15	432	GREAT ELM WY	311,000
9/29/15	246	MAIN ST #1	304,000
10/1/15	385	OLD BEAVERBROOK	280,000
10/15/15	96	SKYLINE DR	738,205
10/16/15	130	PARKER ST #K5	175,000
10/22/15	3	FLANNERY WY	547,000
10/22/15	7	FLANNERY WY	548,800
10/23/15	147	BUTTERNUT HOLLOW	280,000
10/23/15	158	SKYLINE DR	616,110
10/26/15	3	BREWSTER LN	330,000
10/28/15	72	RIVER ST	395,000
10/29/15	6	SQUIRREL HILL RD	721,500
10/29/15	126	PARKER ST #A23	120,000
10/29/15	5	FLANNERY WY	548,800
10/30/15	52	DRUMMER RD	281,000
10/30/15	160	SKYLINE DR	596,455
11/2/15	6	WINDINGWOOD LN	510,000
11/6/15	70	SCHOOL ST	541,200
11/6/15	166	SKYLINE DR	593,100
11/6/15	70	SCHOOL ST	541,200
11/13/15	27	HARTLAND WY #304	171,500
11/13/15	19	JOHN FRANCIS LN	438,000
11/16/15	3	ELM ST UNIT 2	170,000
11/16/15	1	DRUMMER RD #A3	167,779
11/16/15	49	QUARRY RD	725,000
11/17/15	27	HARTLAND WY #108	189,900
11/19/15	426	GREAT RD #10	105,000
11/20/15	48	GREAT RD #23	114,000
11/20/15	130	PARKER ST #J4	167,000
11/20/15	30	PARKLAND LN	735,875
11/24/15	132	PARKER ST #I6	155,000
11/24/15	5	MARTHA LN	605,000
11/24/15	168	SKYLINE DR	539,995
11/30/15	574	GREAT ELM WY	259,000
11/30/15	14	BETH CIR	290,000
11/30/15	91	SKYLINE DR	641,130
12/4/15	161	SKYLINE DR	598,310

12/9/15	162	SKYLINE DR	539,995
12/10/15	159	SKYLINE DR	651,395
12/11/15	19	ELLSWORTH VILLAGE RD	430,000
12/15/15	11	QUAIL RIDGE DR	636,225
12/16/15	10	BLUE HERON WY	605,000
12/16/15	15	DAVIS RD #A15	159,000
12/16/15	98	SKYLINE DR	767,870
12/18/15	390	GREAT RD B14	120,000
12/18/15	5	MEETINGHOUSE RD	220,000
12/21/15	11	DAVIS RD #C2	169,000
12/21/15	3	SAMANTHA WY	510,000
12/22/15	12	GABRIEL LN	675,324
12/29/15	372	OLD BEAVERBROOK	215,000
12/30/15	128	PARKER ST 2D	250,000
12/30/15	138	SKYLINE DR	588,330
12/31/15	2	ELLSWORTH VILLAGE RD	465,000
12/31/15	86	SKYLINE DR	712,560

ELIZABETH WHITE FUND

A permanent fund was bequeathed to the Town of Acton by George R. White [1847-1922], in memory of his mother, Elizabeth. The income from the fund is to be used only "in relieving the necessities of the deserving poor and unfortunate. It shall be the duty of the Town to anticipate such necessity of aid and assistance by inquiry and investigation, in advance of the claims as far as possible, in order that sensitive and deserving people may receive assistance, who might, because of publicity, refrain from making an application for aid."

In 2017 the trustees requested and the Board of Selectmen approved $1,235.00 for distribution to 32 applicants.

Trustees:
Mary Ann Ashton
Jo-Ann Berry
Andrea Miller

FINANCE COMMITTEE

The charter of Acton's Finance Committee as stated in the Town bylaws is to "consider any and all municipal questions for the purpose of making reports and recommendations…the Finance Committee shall include in its duties the review of and recommendations concerning the budget for the annual meeting, the review of and recommendations concerning any other matter of financial nature arising at the annual meeting or at any special meeting, and the preparation of long range fiscal plans for the Town." The Finance Committee fulfills this role in a variety of ways.

The Finance Committee generally meets twice monthly and more frequently in preparation for the annual Town Meeting or for Special Town Meetings as appropriate. Finance Committee members serve on many standing committees and task forces including the Health Insurance Trust, the Acton 2020 Committee, and the South Acton Train Station Advisory Committee, the School Building Committee and the Capital Improvement Planning Committee, among others. We have regular observers for the Board of Selectmen, the Economic Development Committee, the Community Preservation Committee, and the Acton-Boxborough Regional School District committee.

In 2017, the Finance Committee sought to work in collaboration with the constituent Boards as the budgets were developed. We engaged in the independent examination of the major budget expense drivers and the availability of revenues to assess the base budget prior to the discussion of new initiatives. Resulting from this work was the publication of the Finance Committee's "Point of View" which we presented to our budget partners as guidance.

As a part of our community outreach program, Finance Committee members have visited Parent Teacher groups as well as the Acton Senior Center, and Rotary Club to talk about the role of the committee, the "Point of View" and to answer questions on finances.

Enhancing our work this year were presentations on financial operations by both Town and School staff, presentations by the Superintendent of Schools and Schools Finance Director, as well as the senior staff of the Minuteman School. The Finance Committee significantly benefits from this high level of interaction with the Town's elected officials and staff and we believe this model contributes to a greater understanding on all sides of the financial challenges before us.

This year the Finance Committee engaged in an effort by all members, to analyze a variety of important issues facing the town especially those dealing with capital and building issues

The Chair and Vice Chair represent the Finance Committee on the Acton Leadership Group (ALG). This group, which includes members of the Board of Selectmen and the School Committee as well as representatives of the town and school administrations, utilizes a consensus process to formulate the annual budget proposal for Town Meeting and develops projections for planning purposes.

This year, the Finance Committee continued to concentrate on long range planning and has developed guidelines on the use of the Town's reserve funds, recommended appropriate levels of operating cost increases, and encouraged the Town and School District to move ahead with needed capital projects.

Steve Noone, Chair
Jason Cole, Vice Chair
Dave Wellinghoff, Clerk

Members: Bob Evans, Mike Majors, Roland Bourdon, Christi Andersen, Jeff Bergart, Tom Farley, Jon Benson, and Christine Russell

TOWN ACCOUNTANT

I respectfully submit the following for the 2017 Annual Report for the Town of Acton:
Financial Reports for the period ending June 30, 2017

1. Statement of Revenues, Expenditures and Changes in Fund Balances – General Fund

2. Departmental Object Budget

3. Trust Fund Activity – Principal and Income

The accuracy and completeness of the data presented is in good standing with the Town.

My sincere thanks to the Finance department for all their dedication and hard work.

Respectfully Submitted,
Lisa Wojick
Town Accountant

TOWN OF ACTON
DEPARTMENT OBJECT BUDGET

SUB ACCT	DESCRIPTION	FY2017 BUDGET	FY2017 EXPENDED	PERCENT EXPENDED
ACCOUNTANT/COMPTROLLER				
5100	Personal Services	$315,434	$243,011	77.04%
5200	Services	$3,150	$4,240	134.60%
5400	Supplies	$972	$428	44.03%
	DEPARTMENT TOTAL	$319,556	$247,679	77.51%
ASSESSORS				
5100	Personal Services	$266,751	$245,099	91,88%
5200	Services	$18,307	$19,050	104.06%
5400	Supplies	$1,300	$229	17.59%
	DEPARTMENT TOTAL	$286,358	$264,378	92.32%
BUILDING INSPECTOR				
5100	Personal Services	$213,806	$211,358	98.85%
5200	Services	$4,700	$4,230	90.00%
5400	Supplies	$8,600	$5,207	60.55%
	DEPARTMENT TOTAL	$227,106	$220,794	97.22%
TOWN CLERK				
5100	Personal Services	$153,468	$151,043	98.42%
5200	Services	$1,200	$505	42.06%
5400	Supplies	$1,919	$2,054	107.01%
	DEPARTMENT TOTAL	$156,587	$153,602	98.09%
COA/COUNCIL ON AGING				
5100	Personal Services	$304,184	$302,780	99.54%
5200	Services	$16,051	$10,486	65.33%
5400	Supplies	$11,700	$11,909	101.79%
	Intergovernmental	$1,928	$1,928	100.00%
	DEPARTMENT TOTAL	$333,863	$327,102	97.98%
COLLECTOR				
5100	Personal Services	$109,909	$93,260	84.85%
5200	Services	$20,626	$53,523	259.49%
5400	Supplies	$500	$582	0%
	DEPARTMENT TOTAL	$131,035	$147,364	112.46%
COMMISSION ON DISABILITIES				
5100	Personal Services	$1,420	$154	10.85%
5200	Services	$30	$587	1957.93%
	DEPARTMENT TOTAL	$1,450	$741	51.13%
ANIMAL CONTROL				
5100	Personal Services	-	-	-
5200	Services	$22,770	$20,313	89.21%
	DEPARTMENT TOTAL	$22,770	$20,313	89.21%

SUB ACCT	DESCRIPTION	FY2017 BUDGET	FY2017 EXPENDED	PERCENT EXPENDED

DISPATCH

5100	Personal Services	$566,001	$583,857	103.15%
5400	Services	-	$5,895	100.00%
	DEPARTMENT TOTAL	$566,001	$589,753	104.20%

ELECTIONS

5100	Personal Services	$40,300	$50,148	124.44%
5200	Services	$40,600	$19,282	47.49%
5400	Supplies	$19,000	$19,376	101.98%
	DEPARTMENT TOTAL	$99,900	$88,806	88.89%

EMERGENCY MANAGEMENT

5100	Personal Services	$24,300	$23,000	94.65%
5200	Services	$5,550	$5,520	99.46%
5400	Supplies	$24,500	$20,000	81.63%
	DEPARTMENT TOTAL	$54,350	$48,520	

ENGINEERING

5100	Personal Services	$276,154	$265,720	96.22%
5200	Services	$22,500	$35,587	158.17%
5400	Supplies	$2,300	$1,649	71.70%
5800	Capital Outlay	-	-	-
	DEPARTMENT TOTAL	$300,954	$302,956	100.67%

FINANCE DIRECTOR

5100	Personal Services	$276,758	$266,038	96.13%
5200	Services	$166,600	$179,676	107.85%
5400	Supplies	$55,000	$37,801	68.73%
5600	Intergovernmental	-	-	-
5700	Other Appropriations	$7,477,200	$7,090,091	94.82%
5900	Debt Service	$3,277,981	$3,256,805	99.35%
	DEPARTMENT TOTAL	$11,253,539	$10,830,411	96.24%

FINANCE COMMITTEE

5200	Services	$272	$273	100.37%
	DEPARTMENT TOTAL	$272	$273	100.37%

FIRE

5100	Personal Services	$2,790,339	$2,770,003	99.27%
5200	Services	$44,000	$34,974	79.49%
5400	Supplies	$161,080	$224,906	139.62%
5600	Intergovernmental	-	-	-
5800	Capital Outlay	-	$7,381	100.00%
5900	Other Appropriations	-	-	-
	DEPARTMENT TOTAL	$2,995,419	$3,037,263	101.40%

SUB ACCT	DESCRIPTION	FY2017 BUDGET	FY2017 EXPENDED	PERCENT EXPENDED

GREEN ADVISORY BOARD

5100	Personal Services	$13,436	$12,933	
5200	Services	$6,050	-	0.00%
5400	Supplies	$300	-	0.00%
	DEPARTMENT TOTAL	$19,786	$12,933	65.37%

HEALTH

5100	Personal Services	$94,502	$93,551	98.99%
5200	Services	$76,900	$60,041	78.08%
5400	Supplies	$1,500	$4,526	301.75%
	DEPARTMENT TOTAL	$172,902	$158,118	91.45%

HIGHWAY

5100	Personal Services	$1,187,856	$1,206,894	101.60%
5200	Services	$536,077	$470,211	87.71%
5400	Supplies	$455,379	$471,333	103.50%
5700	Other Appropriations	$9,300	$9,394	101.01%
5800	Capital Outlay	$430,609	$428,807	99.58%
	DEPARTMENT TOTAL	$2,619,221	$2,586,639	98.76%

HISTORICAL COMMISSION

5200	Services	$200	-	0.00%
5400	Supplies	$176	$65	36.92%
	DEPARTMENT TOTAL	$376	$65	17.28%

HUMAN RESOURCES

5100	Personal Services	$250,411	$241,751	96.54%
5200	Services	$100,985	$86,880	86.03%
5400	Supplies	$4,400	$4,707	106.99%
5700	Other Appropriations	$94,000	$92,031	97.90%
	DEPARTMENT TOTAL	$449,796	$425,370	94.57%

INFORMATION TECHNOLOGY

5100	Personal Services	$390,355	$337,610	86.49%
5200	Services	$1,082,950	$1,127,734	104.14%
5400	Supplies	-	-	100.00%
5800	Capital Outlay	$70,000	$85,683	122.40%
	DEPARTMENT TOTAL	$1,542,305	$1,551,026	100.50%

LAND USE/ECONOMIC DEVELOPMENT

5100	Personal Services	$110,000	$114,865	104.42%
5200	Services	$18,700	$26,687	142.71%
5400	Supplies	-	$474	-
5800	Capital Outlay	-	-	-
	DEPARTMENT TOTAL	$128,700	$142,026	110.35%

SUB ACCT	DESCRIPTION	FY2017 BUDGET	FY2017 EXPENDED	PERCENT EXPENDED

TOWN MANAGER

5100	Personal Services	$678,738	$655,989	96.65%
5200	Services	$590,497	$750,891	127.16%
5400	Supplies	$18,100	$16,862	93.16%
5800	Capital Outlay	-	-	100.00%
	DEPARTMENT TOTAL	$1,287,335	$1,423,742	110.60%

MEMORIAL LIBRARY

5100	Personal Services	$1,078,657	$1,062,312	98.48%
5200	Services	$52,650	$55,521	105.45%
5400	Supplies	$218,625	$247,696	113.30%
5700	Other Appropriations	-	-	-
	DEPARTMENT TOTAL	$1,349,932	$1,365,528	101.16%

TOWN MEETING MODERATOR

5100	Personal Services	$200	$60	30.00%
5400	Supplies	$17	-	0.00%
	DEPARTMENT TOTAL	$217	$60	27.65%

MUNICIPAL PROPERTIES

5100	Personal Services	$640,438	$643,171	100.43%
5200	Services	$824,028	$933,025	113.23%
5400	Supplies	$65,500	$40,288	61.51%
5800	Capital Items	-	$15,104	100.00%
	DEPARTMENT TOTAL	$1,529,966	$1,631,589	106.64%

NATURAL RESOURCES/CEMETERY

5100	Personal Services	$760,975	$763,035	100.27%
5200	Services	$33,250	$29,191	87.79%
5400	Supplies	$29,120	$24,752	85.00%
5800	Capital Items	$54,595	$54,595	-
	DEPARTMENT TOTAL	$877,940	$871,573	99.27%

NURSING SERVICES

5100	Personal Services	$380,237	$319,196	100.00%
5200	Services	$110,215	$133,196	120.85%
5400	Supplies	$13,500	$9,872	100.00%
5800	Capital Outlay	-	$9,153	100.00%
	DEPARTMENT TOTAL	$503,952	$471,417	93.54%

PLANNING BOARD

5100	Personal Services	$264,398	$263,289	99.58%
5200	Services	$5,445	$3,408	62.59%
5400	Supplies	$2,806	$2,759	98.33%
	DEPARTMENT TOTAL	$272,649	$269,457	98.83%

SUB ACCT	DESCRIPTION	FY2017 BUDGET	FY2017 EXPENDED	PERCENT EXPENDED

POLICE

5100	Personal Services	$3,967,470	$3,997,035	100.75%
5200	Services	$95,700	$64,563	67.46%
5400	Supplies	$80,900	$85,985	106.29%
5800	Capital Outlay	$179,500	$179,942	100.25%
	DEPARTMENT TOTAL	$4,323,570	$4,327,525	100.09%

PUBLIC HEALTH NURSING

5100	Personal Services	$128,524	$133,410	100.00%
5200	Services	$2,300	-	0.00%
5400	Supplies	$20,029	$26,178	100.00%
	DEPARTMENT TOTAL	$150,853	$159,588	105.79%

PUBLIC CELEBRATIONS

5100	Personal Services	-	-	-
5200	Services	$8,900	$6,195	69.61%
5400	Supplies	-	$895	100.00%
	DEPARTMENT TOTAL	$8,900	$7,090	79.66%

VETERANS SERVICE

5100	Personal Services	$73,617	$73,297	99.56%
5200	Services	$3,200	$3,451	107.83%
5400	Supplies	$4,800	$4,549	94.78%
5700	Other Appropriations	$117,984	$80,592	68.31%
	DEPARTMENT TOTAL	$199,601	$161,889	81.11%

WEST ACTON LIBRARY

5100	Personal Services	$50,613	$49,436	97.67%
5200	Services	-	-	-
5400	Supplies	$8,830	$8,202	92.88%
	DEPARTMENT TOTAL	$59,443	$57,637	96.96%

TOTAL		**$32,247,604**	**$31,903,226**	**98.93%**

TOWN OF ACTON, MASSACHUSETTS

Statement of Revenues, Expenditures and Changes in Fund Balances

General Fund

Fiscal year Ending June 30, 2017

Unaudited

Revenues:	**General**
Property Taxes	$76,982,722
Tax Liens	410,863
Excises	3,319,183
Penalties and Interest	225,491
Licenses and Permits	565,873
Fees and Other Departmental	770,465
Intergovernmental	2,594,473
Charges for Services	37,265
Fines and Forfeits	125,975
Earnings on Investments	74,848
In Lieu of Taxes	15,006
Miscellaneous	30,623
Total Revenues	85,152,787
Expenditures:	
Current	
General Government	8,551,236
Public Safety	7,871,066
Education	54,096,552
Intergovernmental	238,057
Highways and Public Works	2,810,504
Human Services	2,321,420
Culture and Recreation	1,388,546
Employee Benefits and Insurance	7,381,406
Debt Service	
Principal	
Interest	2,065,990
Debt Issuance Costs	553,739
Total Expenditures	87,278,516
Excess of Revenues Over (Under) Expenditures	(2,125,729)
Other Financing Sources (Uses);	
Operating Transfers In	1,098,616
Operating Transfers (Out)	(396,439)
Total Other Financing Sources (Uses)	702,177
Net Change in Fund Balance	(1,423,552)
Fund Balance, Beginning	16,850,984
Fund Balance, Editing	15,427,432

TOWN OF ACTON
EXPENDABLE TRUST FUNDS
FY17 MONTH: June 2017

	ACCOUNT	BEG BAL 7/1/16	EXPENDITURES	REVENUES	END NON EXPEND BAL PER G/L June FY17
T-16 ELIZABETH WHITE	7002	1,245.74	(1,227.88)	16,192.71	16,210.57
T-28 VARNUMN TUTTLE MEM'L	7003	125,784.46	(553.84)	21,184.80	146,415.42
T-05 BETSY BALL CHARITY	7004	27,669.38	(54.32)	14,501.14	42,116.20
T-18 GEORGIA WHITNEY CHAR	7005	25,912.35	(57.64)	8,692.24	34,546.95
T-01 CHARLOTTE GOODNOW	7006	424.84	(4.95)	509.28	929.17
T-37 ACTON YOUTH	7007	2,207.68	(33.52)	8,978.94	11,153.10
T-40 JAMES KINSLEY	7008	7,924.06	(12.88)	1,305.82	9,217.00
DRUM TRICENTENNIAL FUND	7009	1,004.59	(1.46)	146.21	1,149.34
CONSERVATION FUND	7012	46,616.59	(67.26)	6,444.42	52,993.75
T-17 GEORGIA WHITNEY	7013	22,390.47	(52.74)	7,728.32	30,066.05
T-31 WATSON FUND	7014	6,580.70	(272.54)	2,291.80	8,599.96
T-21 HOIT & SCOTT FUND	7015	849.50	(61.91)	443.21	1,230.80
T-10 DR ROBERT DAVIS	7016	3,025.65	(65.79)	1,015.32	3,975.18
T-20 FRANK HAYWARD	7017	10,641.43	(96.29)	2,074.72	12,619.86
T-03 GEORGE AMES	7018	611.47	(1.53)	342.99	952.93
T-19 GEORGIA WHITNEY	7019	1,744.56	(64.66)	971.24	2,651.14
T-15 ROBBINS & AMES	7020	94,183.60	(166.34)	26,315.45	120,332.71
CAPTAIN ROBBINS	7021	19,627.03	(31.91)	3,910.02	23,505.14
T-13 ROBBINS WOODLAND	7022	2,945.03	(66.39)	1,242.33	4,120.97
T-34 JENKS FAMILY	7023	132,333.52	(889.43)	78,584.57	210,028.66
T-12 ELDRIDGE ROBBINS	7024	2,189.99	(64.58)	834.34	2,959.75
T-11 MARTHA DESMOND	7025	6,731.35	(123.52)	2,532.55	9,140.38
T-05 NEW PERPETUAL CARE	7026	80,722.94	(4,208.39)	147,448.91	223,963.46
T-25 RAYMOND MONUMENT	7027	14,938.81	(22.57)	2,337.28	17,253.52
T-06 OLD PERPETUAL CARE	7028	145,350.30	(3,389.66)	130,235.85	272,196.49
T-04 ARLETTE APPLEYARD	7029	5,506.81	(150.31)	1,823.13	7,179.63
T-26 RAYMOND CARE	7030	4,912.41	(119.44)	1,966.76	6,759.73
T-35 MARY SMITH FUND	7031	2,454.62	(126.38)	1,330.45	3,658.69
T-27 HOSMER	7032	150,456.97	(778.54)	70,638.75	220,317.18
T-29 WETHERBEE	7033	139,719.22	(544.48)	23,020.36	162,195.10
T-36 ERNEST JONES	7034	2,127.81	(34.51)	698.87	2,792.17
T-24 BLANCHARD	7035	7,465.18	(123.73)	2,195.72	9,537.17
T-07 AB CONANT FAMILY	7036	2,443.03	(64.91)	1,004.01	3,382.13
T-23 FRANK KNOWLTON	7037	1,799.11	(64.02)	824.29	2,559.38
T-22 MRS ONEIL	7038	1,770.24	(2.86)	420.27	2,187.65
T-33 WELLS	7039	32,004.61	(159.99)	5,555.17	37,399.79
PORTER JENKS	7040	7,595.28	(457.38)	(5,703.43)	1,434.47
T-01 HIGH SCHOOL	7041	1,725.56	(8.24)	1,622.94	3,340.26
T-90 KATHERINE M. KINSLEY	7042	3,340.20	(18.39)	6,682.63	10,004.44
T-88 WILLIAM A WILD	7043	4,046.57	(18.79)	4,647.83	8,675.61

T-78 SUSAN/LUTHER CONANT	7044	4,742.12	**(9.05)**	1,175.93	5,909.00
T-86 LUKE TUTTLE	7045	1,860.37	**(2.98)**	313.27	2,170.66
T-84 NEWELL B TAINTER	7046	6,399.26	**(26.29)**	5,509.83	11,882.80
T-82 LIBRARY PLANTER	7047	1,882.75	**(4.15)**	950.37	2,828.97
T-80 MILDRED P MOORE	7048	2,538.93	**(6.53)**	1,099.47	3,631.87
T-70 MARK CLAPP	7049	539.49	**(2.43)**	552.77	1,089.83
T-76 HIRAM J HAPGOOD	7050	1,114.02	**(1.89)**	218.60	1,330.73
T-72 CHARLOTTE CONANT	7051	2,601.29	**(5.92)**	859.71	3,455.08
T-74 MINNIE DAVIS	7052	483.41	**(1.18)**	204.38	686.61
FLORENCE GRANDINE	7053	5,788.50	**(38.25)**	(155.54)	5,594.71
GEORGE KASHUBA	7054	4,812.44	**(6.95)**	230.55	5,036.04
	7055	376,237.39	**(543.24)**	32,570.83	408,264.98
DOLAN LEYS TRUST FUND	7057	806.62	**(15.60)**	1,639.97	2,430.99
ACTON FIREFIGHTERS RELIEF FUND	7058	179,146.83	**(274.58)**	26,838.22	205,710.47
DONALD & FREDA ROBBINS TRUST	7059	1,790.42	**(31.71)**	3,293.27	5,051.98
LALLI MERIT AWARD	7061		**(1,014.50)**	4,577.98	3,563.48
LALLI PUBLIC SAFETY AWARD	7062			48.61	48.61
		1,741,767.50	**(16,249.22)**	682,920.43	2,408,438.71

TOWN OF ACTON
NON-EXPENDABLE TRUST FUNDS
FY17 MONTH: June 2017

	ACCOUNT	BEG BAL 7/1/16	EXPENDITURES	REVENUES	END NON EXPEND BAL PER G/L June FY17
T-16 ELIZABETH WHITE	7002	25,000.00			25,000.00
T-28 VARNUMN TUTTLE MEM'L	7003	10,000.00			10,000.00
T-05 BETSY BALL CHARITY	7004	10,095.26			10,095.26
T-18 GEORGIA WHITNEY CHAR	7005	14,073.70			14,073.70
T-01 CHARLOTTE GOODNOW	7006	3,000.00			3,000.00
T-37 ACTON YOUTH	7007	21,094.00			21,094.00
T-40 JAMES KINSLEY	7008	1,000.00			1,000.00
T-17 GEORGIA WHITNEY	7013	15,000.00			15,000.00
T-31 WATSON FUND	7014	2,500.00			2,500.00
T-21 HOIT & SCOTT FUND	7015	500.00			500.00
T-10 DR ROBERT DAVIS	7016	1,000.00			1,000.00
T-20 FRANK HAYWARD	7017	1,000.00			1,000.00
T-03 GEORGE AMES	7018	465.49			465.49
T-19 GEORGIA WHITNEY	7019	1,500.00			1,500.00
T-15 ROBBINS & AMES	7020	21,210.08			21,210.08
CAPTAIN ROBBINS	7021	2,500.00			2,500.00
T-13 ROBBINS WOODLAND	7022	1,500.00			1,500.00
T-34 JENKS FAMILY	7023	142,176.26			142,176.26
T-12 ELDRIDGE ROBBINS	7024	1,000.00			1,000.00
T-11 MARTHA DESMOND	7025	3,000.00			3,000.00
T-05 NEW PERPETUAL CARE	7026	1,365,759.00		53,430.00	1,419,189.00
T-25 RAYMOND MONUMENT	7027	700.00			700.00
T-06 OLD PERPETUAL CARE	7028	178,259.92			178,259.92
T-04 ARLETTE APPLEYARD	7029	2,000.00			2,000.00
T-26 RAYMOND CARE	7030	2,000.00			2,000.00
T-35 MARY SMITH FUND	7031	2,000.00			2,000.00
T-27 HOSMER	7032	102,238.95			102,238.95
T-29 WETHERBEE	7033	10,000.00			10,000.00
T-36 ERNEST JONES	7034	1,000.00			1,000.00
T-24 BLANCHARD	7035	2,419.24			2,419.24
T-07 AB CONANT FAMILY	7036	1,000.00			1,000.00
T-23 FRANK KNOWLTON	7037	1,000.00			1,000.00
T-22 MRS ONEIL	7038	372.39			372.39
T-33 WELLS	7039	3,000.00			3,000.00
PORTER JENKS	7040	76,977.01			76,977.01
T-01 HIGH SCHOOL	7041	4,000.00			4,000.00
T-90 KATHERINE M. KINSLEY	7042	9,461.75			9,461.75
T-88 WILLIAM A WILD	7043	9,006.00			9,006.00
T-78 SUSAN/LUTHER CONANT	7044	1,532.00			1,532.00
T-86 LUKE TUTTLE	7045	200.00			200.00

T-84 NEWELL B TAINTER	7046	11,849.79			11,849.79
T-82 LIBRARY PLANTER	7047	1,000.00			1,000.00
T-80 MILDRED P MOORE	7048	2,000.00			2,000.00
T-70 MARK CLAPP	7049	1,142.00			1,142.00
T-76 HIRAM J HAPGOOD	7050	200.00			200.00
T-72 CHARLOTTE CONANT	7051	1,500.00			1,500.00
T-74 MINNIE DAVIS	7052	336.50			336.50
FLORENCE GRANDINE	7053	20,672.34			20,672.34
DOLAN LEYS TRUST FUND	7057	10,000.00			10,000.00
ACTON FIREFIGHTERS RELIEF FUND	7058	11,145.00			11,145.00
DONALD & FREDA ROBBINS TRUST	7059	20,000.00			20,000.00
LALLI MERIT AWARD	7061				29,000.00
LALLI PUBLIC SAFETY AWARD	7062				28,000.00
		2,130,386.68	**0.00**	110,430.00	2,240,816.68

COMMISSION ON DISABILITIES

OUR MISSION

The Commission on Disability's (COD) mission is to make Acton a better place to live by:

- Advocating for the rights and interests of citizens with disabilities and their families
- Ensuring that Acton meets the laws, regulations, and guidelines set down by federal, state, and regional bodies pertaining to the rights of citizens with disabilities
- Acting as a resource for education around the needs of people with disabilities and their families
- Striving to build a solid community of people with disabilities to increase our visibility and lobbying power and to decrease the sense of isolation that comes from living in a rural area

OFFICERS AND MEMBERSHIP

The Acton COD has 5 full members and 2 associate members. Madeleine Harvey was re-elected as chair in 2017. Sadly, one of our members, Cindy Patton, passed away in July of 2016. Leslie Johnson, formerly an associate member, was moved to position of full member, and Franny Osman, (formerly our Board of Selectmen liaison), became an associate member in October of 2017. Our new BOS liaison is Joan Gardner. Members and their positions are as follows:

Madeleine Harvey, Chair
Ann Corcoran, Vice Chair
Joan Burrows, Secretary and Co-Access Coordinator
Danny Factor, Co-Access Coordinator
Lisa Franklin, Transition Plan Coordinator
Leslie Johnson, Treasurer
Franny Osman

IN MEMORIAM

It is with great sorrow that we announce the death of Cindy Patton, COD Vice Chair, in July 2017. Cindy was in integral part of the Commission for the three years she served. In her final year with us, she served as Vice Chair and Secretary. Her 'titles' don't tell you who she was as a person. She had many physical problems and persevered through them, and was always up for helping the Commission - with access issues, programs for the schools, and anything else needed. We miss her.

2017 SPECIAL ACTIVITIES/PROGRAMS

- As part of the COD's self-education topic of mental illness, the commission, in conjunction with the National Alliance on Mental Illness (NAMI), held a program in May 2017 entitled In our Own Voice featuring two speakers who shared their personal experiences with mental health challenges and how they found pathways to hope and healing. The presenters demonstrated that it is possible and common to live well with mental illness, and a question and answer period helped dispel stereotypes and common misconceptions. All in attendance agreed that this was a very informative and useful session.

- In November 2017, Acton's COD held a 30th anniversary celebration which was attended by some of the original members of the commission, including Joan Burrows, one of the founders who is again a member of the COD. Many other visitors were in attendance including State Senator Jamie Eldridge, State Representative Jennifer Benson, Police Chief Richard Burrows, Jail Diversion Coordinator Alia Toran-Burrell, representatives from the Town, and interested members of the public. The event also featured articles, photos, and video images from the past, as well as the Kids on the Block educational puppets that have been used by the Acton-Boxborough school system in the past for an educational program, and which the COD is working to reinstate. This was considered by all to be a very successful event. Among other reasons, this program was especially relevant because many cities and towns in Massachusetts do not have disability commissions, while others have committees that are not officially recognized by Chapter 40, Section 8J of Massachusetts General Law, while Acton's COD has been formally recognized since its inception.

ACCESS ISSUES

In 2017, the COD reviewed and made recommendations on a number of issues pertaining to access of public buildings and spaces, ranging from stairway banisters

to handicap parking (HP) signage to location of Town of Acton employees who were temporarily located in a building not easily accessible to those with disabilities. This is a regular, ongoing task of the COD: to arrange and make site visits to the properties in question, to hold special meetings as necessary to discuss these matters (and occasionally applications for a variance), and to present its recommendations to the Massachusetts Architectural Access Board (AAB) to assist them in their final decision about whether or not to grant such variances. In 2017, the COD reached out beyond the borders of Acton to assist individuals in neighboring towns with access issues, including Concord, Stow, and Westford. In some cases, these towns feature businesses which are frequented by Acton residents; in other cases we learned of an individual having a problem we felt we might be able to assist with, and offered appropriate references and suggestions.

CITIZENS' CONCERNS

The COD regularly hears concerns of individual citizens as they arise and assists them in resolving their issues, and/or offers referrals to other services where they can receive help. The COD also periodically requests and receives directives, as necessary, from the Massachusetts Office on Disabilities (MOD) on how to handle some of these cases, particularly the more complicated ones that might involve legal action.

REPRESENTATIVE FROM MASSACHUSETTS OFFICE ON DISABILITY

In May of 2017 the COD dedicated much of its monthly meeting to Jeff Dougan, Assistant Director for Community Service of the MOD, who discussed with us goals and objectives, provided general guidance on a variety of topics, and explained ways in which MOD could be helpful and how and when COD should turn to them for assistance.

TOWN MEETING ACCESS AND VOTING

Over the past several years, the COD initiated and worked with the Town to increase access and ease of voting for persons with disabilities (PWD) at Town Meetings. In addition to Communication Access Real Time Translation (CART), which is now featured at all meetings (services and screens with captioning strategically placed for all to see), the Town implemented electronic voting as of spring 2017which was an initiative strongly encouraged by the COD to ensure that standing will no longer be required for vote-counting at meetings. The COD is proud of its efforts in this regard and is satisfied by the progress that has been made.

REPRESENTATION AT TOWN MEETINGS

As in the past, COD members have presented and advocated for the commission's views on a variety of issues at the Town Meetings that took place in 2017.

GOALS AND OBJECTIVES

The COD found it challenging in 2017 to determine next steps, and has decided in spring of 2018 to engage a strategic planner to assist with developing goals and objectives for the group.

KIDS ON THE BLOCK (KOB) PUPPET CLUB

This program was initiated by the COD that utilizes puppets (portraying various disabilities) to discuss difficult topics faced by elementary, middle, and high school students with an emphasis on dispelling myths and presenting accurate information. In 2017, continued efforts were made to bring this program back to the Acton-Boxborough school system, and with support from several key administrators, it is COD's hope to do so in 2018.

PUBLIC RELATIONS/PUBLICITY/LETTERS

In 2017, articles were regularly submitted by the COD to *The Beacon* and *Action Unlimited* summarizing monthly meetings, and occasional letters were sent to these publications around issues of concern to the community regarding people with disabilities.

RELATED GROUPS/ACTIVITIES

Various members of the COD also participate in the Disability Policy Consortium (DPC), The Statewide Independent Living Council, Healthy Acton Collaborative, Acton's Sanctuary City group, Green Acton, and other organizations.

TRANSPORTATION

Transportation around town continues to be a key issue of concern for persons with disabilities. Acton now has multiple ride and van options (including the fixed route CAT bus and the ongoing launch of improved rail shuttle from the north side of town), but more work remains to be done, including the possibility of evening and weekend rides. The COD regularly discusses and promotes development of additional transportation options.

BRUNCH BUNCH

This past year, the COD reached out to isolated residents and those with disabilities by holding a brunch on the first Thursday of each month at the local Bickfords. This has evolved into a solid group of residents who now attend for friendship and conversation. It is our hope that other interested individuals will join over time.

TRANSITION PLAN

In 2017 the COD revived the issue of the Town having an updated Transition Plan, as directed by the Americans with Disabilities Act (ADA). The current one was partially updated in May 2014, but more work needs to be done by the Town Manager's office, and it is hoped that as recommended by the MOD, a consultant will be brought in to assist with this effort. The plan requires that all cities and towns regularly evaluate their services, policies and practices relating to ADA requirements. By doing so, towns are often eligible for grant money for various projects. COD remains very involved in this important issue.

OUTSIDE ATTENDANCE

In 2017 the COD regularly had visitors at its meetings, reflecting our increased publicity and efforts to reach the larger community. A few of these individuals have become actively involved in the work of the commission.

EYES AND EARS AROUND TOWN

Perhaps one of COD's most important functions is to serve as the 'eyes and ears' around town; for example, noticing HP parking violations, blocked entrances of establishments that make wheelchair access impossible, advocating for accessible pedestrian signals (APS, the "chirping" ones) around town, etc., and bringing these issues to the appropriate sources so that they can be addressed. In this regard, the COD is grateful for its good working relationship with the Town of Acton as well as numerous state and local commissions.

Respectfully Submitted,

Madeleine Harvey
Chair, Commission on Disabilities

ACTON COMMUNITY HOUSING CORPORATION

The Acton Community Housing Corporation (ACHC) is appointed by the Board of Selectmen in accordance with special legislation granted by Home Rule petition in 1996. ACHC's mission is to facilitate the creation of affordable housing opportunities with priority given to Acton residents and employees working in Acton.

ACHC meets on a monthly basis to review proposed affordable housing projects, discuss ways to acquire additional affordable units, develop programs to assist first time homebuyers, and act as the liaison to the town for affordable housing developers. ACHC currently has five full members and two associate members.

REGIONAL HOUSING SERVICES OFFICE

In 2012, the Town of Acton, at the recommendation of ACHC and funded through the CPA, joined the Regional Housing Services Office now based in the Town of Concord. The program has provided part-time support to the Town and ACHC by assisting in meeting the administrative, compliance, and monitoring requirements for the Town's existing affordable housing units, and furthering regional housing goals and efforts. The towns of Acton, Bedford, Burlington, Concord, Lexington, Sudbury, and Weston participate in the Regional Housing Services group to manage affordable housing from a municipal perspective. Roland Bartl, the Town Planner, sits as a member of the Advisory Committee for the RHSO. The program is now in its sixth year and greatly benefits the Town. It has been funded with Community Preservation Act funds through 2018. The RHSO website is full of valuable information on housing: https://www.rhsohousing.org/

INDEPENDENT AUDIT

ACHC is audited annually by the Town Auditor in conjunction with the Town's annual audit.

AFFORDABLE HOUSING DEVELOPMENTS IN 2017

Post Office Crossing. This 12 unit 40B located at 6 Post Office Square was approved in 2014 but to date, only preliminary site work has been done.

Adeline Way. This eight unit development of single-family homes located at 248 High Street was completed in October 2017. There are two affordable homes which were sold through a lottery.

Martin St. – A 28 unit development was approved for 31, 39, 45 Martin Street. It is a combination of 2 existing homes, 2 duplexes, and 22 new construction single family homes, with a total of seven affordable units. There will be a mix of unit sizes, 2-4 bedrooms. The developer worked with the neighborhood on density and design issues. This is a MassHousing project that started construction in November.

PROPOSED AFFORDABLE HOUSING DEVELOPMENTS IN 2017

Craftsman Village, 184 Main St. A proposed development of 8 units in two, 4 unit buildings. These will be 3BR townhouses. DHCD has given initial approval, it is a friendly 40B LIP project. The next step will be filing with the ZBA for a comprehensive permit. Construction is expected to start in March.

146 Prospect St. A proposed 4 single family homes development with 4BR's. This will be a friendly 40B LIP project expected to get underway in the summer of 2018

Powder Mill Place, Powder Mill Rd. on the Acton/Maynard line. The development is proposed to be a 254 unit rental family housing with 173 units in Acton and 81 in Maynard. There will be multiple buildings 3-5 stories high with parking on the 1st level. Negotiations between Acton, Maynard and the developers are ongoing. This will be a friendly 40B LIP development. Initial approvals from both towns are expected this winter.

446 Mass Ave. a 30-31 unit rental building for seniors over 62 and the disabled, all 1BR units. The non-profit group Common Ground, Developers of the Old High School, is hoping to get funding and approvals over the next two years. ACHC has agreed to help fund pre-development expenses.

43-45 School Street. ACHC will assist Habitat for Humanity in its rehabilitation of a duplex in South Acton, taken for back taxes and purchased from the town by Habitat. These will be renovated into 2, 3BR units creating 2 affordable units.

4 Cherry Ridge –ACHC was contacted by the Town in 2014 to see if there was interest in developing affordable housing on a town-owned house lot at 4 Cherry Ridge Rd. 4 Cherry Ridge is on an almost ½ acre lot in a residential district which was acquired by the town for no payment of taxes in 1980. The Board of Selectmen voted that ACHC should develop a process for conveying the property for affordable housing. Approval by town meeting in April to convey the land was denied. Habitat for Humanity was interested in the property and was very disappointed in the vote. Subsequently, the property has been perced again and confirmed to be buildable. A local builder would like to construct a home for a disabled veteran family. This will need approval at the April 2018 Town Meeting.

Capital Improvement. Capital improvement assistance was granted to two affordable unit owners to help repair or replace failing items.

RESALES OF 2 UNITS

Two affordable units were marketed for resale this year, one was a moderate income unit.

HOUSING PRODUCTION PLAN

ACHC continues to work on the Implementation Plan of the Housing Production Plan completed in 2015.
The Planning Department has been awarded a Housing and Economic Development Implementation Program grant to pursue a joint initiative with the State to further explore and document the connection between housing and economic development and develop a Housing and Economic Development Implementation Plan with a robust outreach component.

The final Housing Production Plan that emerged provides Acton with housing and programming guidance to target those with unmet housing needs, build capacity and community awareness, guide housing production to priority development areas, and amend zoning to advance housing production.

Goals and Strategies for Affordable Housing Production detailed in the Housing Production Plan

Goal 1: Work to Preserve & Advance Housing Affordability in Town
Goal 2: Build Community Awareness of Housing Demand, Issues, & Activities
Goal 3: Increase Town Financial, Organizational, & Infrastructural Capacity for Affordable Housing Production
Goal 4: Target Affordable Housing Production Goals to Appropriate Areas of Town
Goal 5: Adopt Zoning Changes to Allow for Housing Choices & Flexible Approaches to Achieve Housing Affordability
Goal 6: Address Unmet Housing Needs Through Programming

CPA requests

Town Meeting approved CPA funding for the ACHC's Community Housing Program Fund of $60,000.

Affordable Unit count toward 10% for 2017
The current total of subsidized housing units in Acton as of December 2016 is 578; of these 64 are affordable homeownership units. Other affordable units in the inventory are privately developed rental units, Acton Housing Authority units, and state group homes. This represents 6.7% of the 8475 total housing units in the town counted toward the 10% as officially affordable.

Tragic Loss for ACHC
This year the Acton Community Housing Corporation, the Acton Housing Authority, and the entire community suffered a tragic loss in the accidental death of our founder and a good friend to all, Betty McManus. In her lifetime, Betty had made the world a better place for so many. Our hearts are broken for her family and her town. ACHC is determined to carry on her legacy.

We would like to thank the Board of Selectmen and Town Staff, especially the Planning Staff, for their ongoing support of the ACHC. As Chairman, I would especially like to thank our very loyal and talented committee members. Without their dedication, there would be little progress made in the affordable housing effort.

Full Members:

Nancy Tavernier, Chairman
Bob Van Meter, Vice Chairman
Jennifer Patenaude, Treasurer
Bernice Baran, Co-Clerk
Lara Plaskon, Co-Clerk

Associate Members
Dan Buckley

Corrina Roman-Kreuze

COMMUNITY SERVICES COORDINATOR

The position of Community Services Coordinator was created in 2009 to connect residents in need with local and state social service resources. Requests for assistance in the areas of emergency food, health insurance, utility shut-off prevention, behavioral health, affordable housing as well as information and referral resulted in 729 face to face encounters during calendar year 2017.

This holiday season, fifty local children were provided holiday assistance in the form of gift cards and toys. The outpouring of generosity from individuals, community organizations, churches, local businesses and town employees brought joy to many children and families.

An integral resource to residents is emergency food and gasoline vouchers through the SERVE Program. SERVE is an acronym that stands for Serving Residents through Voluntary Efforts and was created to provide assistance to residents experiencing a temporary crisis. As it exists, Town Employees voluntary choose to contribute a designated amount from their paychecks to help support residents in need. The SERVE Program also receives donations from churches, individuals, and local businesses. Residents are so grateful for this continued support and it has truly made a difference.

The collaboration with residents, town departments, churches and local businesses continues to enhance and strengthen this position to provide services to those in need. Sincere thanks and appreciation are extended to the following departments: Acton Nursing Services, Police Department, Fire Department, Board of Health, Human Resources, Council on Aging, Acton Community Housing Corporation, Board of Selectmen and the Town Manager for their ongoing support and dedication to this position.

Laura Ducharme, Community Services Coordinator

COUNCIL ON AGING

The mission of the Acton Council on Aging is to advocate for seniors by enhancing their quality of life and independence through programs and services designed to address their health and economic concerns as well as social and cultural interests.

The Senior Center relocated to 30 Sudbury Road this September. The new space offers increased parking, multiple program rooms, an exercise equipment room and larger dining room. Acton Nursing Services, the Veterans Services Officer, Community Services Coordinator, Transportation Coordinator and liaisons from the Police Department are also housed at the new location, allowing all Health and Human Services to be under one roof. We are thankful for the support we received from the community to make this project possible.

Ribbon cutting ceremony at the new Human Services and Senior Center. Pictured L-R is BOS Chair Janet K. Adachi, COA Director Sharon Mercurio, Police Chief Rich Burrows, Town Manager Steve Ledoux, Veterans Service Officer James MacRea, Senator Jamie Eldridge, Acton Nursing Services Director Heather York, and Transportation Director Doug Halley

The Council on Aging provides programs and services to Acton residents 60 and over as well as information and referrals for residents of any age with concerns about aging relatives, neighbors and friends. Acton's senior population continues to grow with over 4,800 residents age 60 or older.

PROGRAMS

Fitness classes increased to a total of 16 classes each week. We are able to eliminate waiting lists for these classes which are now available to Acton seniors on a drop-in basis, The latest addition is a chair-based yoga class for those who are unable to participate in the floor-based class. The new Senior Center space also has gym equipment to meet the demand from Acton seniors to stay fit.

Acton seniors continued to have a strong interest in lifelong learning and offerings have been expanded with more space now available. The topics included classical music, the Federal Era, Sputnik and the Space Race, foreign policy since 9/11, storytelling workshop, history of the US Navy and the six frigates, America's Generals, technology classes and presentations, as well as two series of art lectures on various artists and styles of art. Presentations on the entertainment industry included Barbra Streisand, Dean Martin and the 1967 Red Sox. This year also included a lecture on the Beatles, with the Council on Aging and the Memorial Library joining forces and sharing the cost. The weekly movies shown on the new, huge screen are not to be missed!

Vistors enjoying Art Matters Series

Live performances included a James Whistler one-man show, Concord Traveling Players, Henry David Thoreau, Jane Austen at the Piano, Greater Boston Philharmonia Singers concert of traditional Chinese music, and the Acton Community Chorus Chamber Group holiday and Earth Day concerts.
Travel slideshows on Antarctica, Africa, the Balkan Peninsula, and the Arctic offered a temporary escape. Seniors exercised their brains while having fun with chess lessons, Mah Jongg lessons, Jeopardy, and trivia contests.

Informational programs keep seniors informed with a wide variety of topics: a chat with the new Police and Fire Chiefs, the Board of Health and the Council on Aging together coordinated a talk by Middlesex County District Attorney Marian Ryan on the Opioid crisis, an update on the need for new school buildings, Acton's real estate tax assistance programs, RMV talk on disability placards, decluttering tips, Acton Finance Committee update, estate planning, scams and fraud, planning for Medicare, and Acton's electricity program.

Visitors enjoy Mah Jongg at the Senior Center

Seniors' creative talents were fostered with classes on watercolor painting, paper quilling, Zentangle™, jewelry making and scarf painting, as well as the needle art and drop-in art groups.

Day trips included excursions to Cape Cod, Southern Maine, Lake Winnipesaukee and the Florence Griswold Museum.

Health and wellness programs included vision screenings, fall prevention, chair exercises, bereavement support, nutrition classes, stress reduction, navigating life changes, mindfulness and meditation programs, spirituality and aging, and a 6-week diabetes education series. In addition, the COA partnered with Brigham and Women's Hospital to offer a three-part series on the prevention of Alzheimer's disease.

FUNDING

The COA is funded primarily by the Town. An annual grant from the State Executive Office of Elder Affairs funds additional exercise classes and a part-time Health and Wellness Coordinator.

The Friends of the Council on Aging sponsor numerous classes, programs, special events, and day trips. They also administer the Emergency Fuel Assistance Fund and mail the "File of Life" to each senior's home. Their active fundraising and strong support enable almost all of our programs to be offered free of charge to Acton seniors. The Friends receive support from the community and area businesses.

This year the COA had a Fundraising for Furnishings campaign to purchase items needed for the new facility. We are grateful to all of those who contributed.

MEALS

Minuteman Senior Services hosts weekday lunches at the Senior Center and this year provided over 10,000 home delivered meals to seniors. Joy Agule is the Minuteman Senior Services Dining Coordinator. A monthly catered lunch from Benchmark Senior Living at Robbins Brook and quarterly lunches from Newbury Court are brought on site for the seniors to enjoy. The most popular however, is the Town Employee lunch. Once a month a different Town Department volunteers to cook and serve a delicious meal at the Center. The Veteran's Service Officer, James MacRae, hosts a monthly breakfast at the Senior Center.

SERVICES

Bi-weekly "Wellness Clinics" provided by Acton Public Health Nursing Service offer individual attention to senior residents who come for blood pressure checks, questions about new medications, flu vaccines, etc.

Detective Michael Eracleo is our Elder Service Officer and visits the Senior Center on a monthly basis. Brent Carter serves as our liaison to the Fire Department and has written grants providing smoke and CO detectors to the seniors in Acton.

Health insurance counseling and workshops are provided through Minuteman Senior Services by the Acton SHINE program (Serving Health Information Needs of Everyone). The COA Senior Service Coordinator provides resource information in areas of housing, legal and financial assistance, adult day care, home health services, residential care facilities, and Alzheimer's care. Residents receive help preparing fuel assistance and applications as well as accessing other state and local assistance programs.

Friendly Visitors provide companionship to isolated seniors. The Handyman program meets the requests of seniors for minor home repairs. Our Durable Medical

Equipment Loan program is greatly appreciated by the community and upon our move to 30 Sudbury Road is now run by Acton Nursing.

Information about all programs, classes and services is detailed in the Acton Senior Bulletin which is sent to all Acton seniors. The newsletter, available on the COA's website, actoncoa.com, can be e mailed or picked up at the Senior Center which cuts down on distribution costs.

VOLUNTEERS

The Senior Center has over 140 volunteers who together worked over 3,500 hours this year. Without our incredible volunteers we would not be able to provide the services we do. Volunteers deliver meals to homebound seniors, help serve special luncheons, teach classes and do minor home repairs. They also provide tax assistance, legal counseling, answer office phones, organize our library, provide medical transportation and are Friendly Visitors.

The Council on Aging Board meets the first Monday of each month at 3:00 in the Senior Center. Those currently serving on the Board are Chair Bonnie Lobel, Vice Chair Marion Maxwell, Secretary Ellen Feinsand, Michael Chautin, Lori Cooney, Ann Corcoran, Peter Duran, Jacquie Friedman, Michelle Holmberg, Alma Sandman, liaison from Board of Selectmen Peter Berry, liaison for the Friends of the Acton COA Norma Wu and liaison from Minuteman Senior Services Charlie Aaronson.

The Acton Lions Club and Acton-Boxborough Rotary Club provide seasonal dinner events for over 100 seniors. High school students do lawn work in the spring and fall. The Salvation Army, Food Pantry and the Friends of the Acton COA assist seniors in need. The Acton Women's Club, school groups, area church groups and private citizens donate gifts at the holidays. Thank you to all who have volunteered their time, energy and skills to enhance the well being of Acton's seniors.

The hard work and dedication of the Council on Aging Staff should also be commended.

Chris Chirokas- Program Coordinator
Linda Dallimore – Staff Assistant
Beverly Hutchings –Senior Services Coordinator
Liz Paley - Health and Wellness Coordinator
Judy Peters – Office Manager
Terri Zaborowski - Exercise Instructor

Respectfully Submitted,
Sharon Mercurio
Council on Aging Director

ACTON HEALTH INSURANCE TRUST —

The Acton Health Insurance Trust is a joint purchasing agency of the Town of Acton and the Acton-Boxborough Regional School District. The Trust provides health insurance for town and school employees and retirees. Approximately 80 percent of the employees insured are school employees and the remainder of the insured are municipal employees. There are five Trustees, the treasurers of the Town and the Regional Schools and a member of the Board of Selectman, the Regional School Committee, and the Acton Finance Committee.

The Trust employs a health insurance consultant, Cook and Company, whose representative, Peter Savage, attends all meetings of the Trust. The Trust employs an accountant, Borgatti Harrison to provide treasury services including receipt and disbursements of funds, billing of retirees, investment of cash and provision of monthly income statements and balance sheets to Trustees. The Trust is annually audited by Bill Fraher, CPA.

The Trust offers four different insurance products to active employees and non-Medicare retirees, Master Health Plus, a Blue Cross PPO (both considered indemnity plans) and two HMOs, one with Blue Cross and one with Harvard Pilgrim. For these plans the Trust is self-insured. That means that all employee health costs are paid by the Trust and not by the insurance companies which administer them for the Trust. The companies are paid a percentage fee for their administrative services. Downside risk to the Trust is minimized by the purchase of stop-loss insurance for claims over $125,000, which the Trust bids and buys on a yearly basis. The Trustees set the premium rates annually based on municipal and school experience. For Master Health Plus and the PPO the premium is split between employees and their employer 50%/50%. For the Two HMO's the split is 75% for the employer and 25% for the employees. When the reserves of the Trust are of an appropriate magnitude, the health insurance rates are set so that revenues will equal expected expenses.

This year the Town and the Regional Schools agreed with their unions that beginning in Fiscal 19 copays will increase and a deductible will be implemented. In Fiscal 20 prescription co-pays will increase and Master Health Plus will no longer be offered. They will also

implement an option for employees to open Health Savings Accounts.

For Medicare retirees, the Trust offers self-insured Medex as well as a premium-paid Medicare advantage Plan. In these two plans the premiums are split 50/50 between the retiree and the former employer. Except for the two Medicare plans, the plan designs for the plans have been negotiated by the Town Manager and the School Committee with the various unions.

In Fiscal 17, 298 individuals and 532 families (excluding Medicare) received health insurance (June, 2017 enrollment), through the Trust. Excluding Medicare enrollment, almost all members were covered by HMO plans. In addition 43 retirees were enrolled in a Tufts premium based plan.

The Trust experienced very positive results during Fiscal 17. Total operating expenses were $15,918,208. Claims and administration expenses were $15,115,211. This was a decrease of $438,012 over FY 16. Net unrestricted assets at the end of FY 17 were $5,889,595. This represented a ratio of 36.9 percent of FY 17 operating costs. These reserves exclude $763,499 of funds to pay claims incurred during Fiscal 17, but not yet submitted for payment (IBNR).

Additional financial details may be seen in the annual audit.

Robert Evans Jr., Chair
Steve Barrett, Secretary
Peter J. Berry
Mary Brolin,
Margaret Dennehy

ACTON HOUSING AUTHORITY

The MISSION of the Acton Housing Authority (AHA) is to provide safe, decent and affordable housing for low and moderate-income households. The AHA accomplishes this mission by offering one-hundred and sixty (160) affordable housing units that we own and operate for rent and by providing housing vouchers to another one-hundred and seventy-five (175) households to rent housing units in the private market.

Currently the AHA provides affordable housing to three-hundred and thirty-five (335) households. Through turnover of our housing units and vouchers we were able to provide affordable rental housing to nineteen (19) new households in 2017.

ACCESSIBLE AFFORDABLE HOUSING NEED IN ACTON

The Acton Housing Authority owns ninety-one (91) units of elder/disabled housing located on Windsor Avenue and Sachem Way of which seventy-nine (79) are set aside for households over sixty. These housing units are over thirty years old, more than half are on the second or third floor, have no elevators and only a handful are handicapped accessible. There are currently one-hundred and twenty-six (126) households on our waiting list for senior housing of which sixty-nine (69) are Acton residents. The first local, non-emergency household on our waiting list applied in March of 2013 and has been waiting for almost five (5) years for an affordable apartment.

The Acton Housing Authority gives Veterans a super preference for our senior housing. In the past two years **50% of all new seniors we provided affordable rental housing for were Acton residents who had a Veterans preference.** 25% of the new seniors we provided housing for had a significant disability that their former residence could not accommodate.

In 2000, 11.6% of Acton's residents were 60 years or older and the median age was 37.8. In 2016, 17.8% of Acton's residents were 60 years or older and the median age was 43.4. From 2000-2016 the senior population in Acton rose approximately 51%. The over 60 population in Acton is growing at the highest rate and seniors are one of the population groups with the highest rates of poverty.

This trend is expected to continue. In fact, a recent study conducted by the AARP Foundation and the Harvard Joint Center for Housing Studies found that in 13 years, "1 in 5 will be over 65. As reported by their study, communities are unprepared to meet the housing needs of its aging population. "Recognizing the implications of this profound demographic shift and taking immediate steps to address these issues is vital to our standard of living. While it is ultimately up to individuals and families to plan for future housing needs, it is also incumbent upon policy makers at all levels of government to see that affordable, appropriate housing, as well as supports for long-term aging in the community, are available for older adults across the income spectrum."

The AHA believes one of the greatest unmet needs in Acton is accessible rental housing for the growing senior population. The AHA would like to play a part in meeting this need by building more affordable rental housing for seniors in Acton and recently paid

for a feasibility study that showed building thirty-one (31) units on the Main Street property was not only feasible but could provide a payment to the Town for the property. The AHA would partner with a senior service provider to make sure seniors could age in place gracefully instead of moving into a nursing home.

Below is a chart showing the current waiting list for the AHA.

WAITING LIST

UNIT TYPE	TOTAL APPLICANTS ON LIST	TOTAL LOCAL APPLICANTS	APPLICATION DATE FOR LOCAL TOP OF LIST
ONE BEDROOM OVER 60	126	**69 (4 Veterans)**	03/22/2013
ONE BEDROOM UNDER 60 DISABLED	99	**12**	9/21/2010
TWO BEDROOM	368	**15**	8/6/2014
THREE BEDROOM	172	**5**	7/11/17
SECTION 8	180239	**321**	10/4/2013

MODERNIZATION PROJECTS

The AHA continues its efforts to keep up with the capital demands of our housing inventory. The State provides pennies on the dollar to meet the capital needs of the Public Housing infrastructure across the state. We continue to prioritize energy efficiency by updating heating systems and replacing and insulating siding and roofs.
This past year we completed the conversion of our heating system at Windsor Avenue to Air Source Heat Pumps which has significantly reduced our electricity usage. We modernized interior components that were 30-50 years old, such as plumbing fixtures, base board heaters and cabinets.

In the coming year we will be replacing siding and decking, repairing some driveways and parking areas, and continuing to modernize interior components at turnover.

Public Housing Authorities were created in 1969 under Massachusetts General Laws, Chapter 121 B. Section 3. Acton's Annual Town Meeting on March 30, 1970 approved the establishment of the Acton Housing Authority. The Authority is governed by a five-member board of Commissioners who serve five-year terms; three members elected by the Town, a fourth member appointed by Governor and a fifth member elected by the residents of the AHA. The State has not yet issued the regulations on the resident Board member election process. The operation of the Authority is administered by the Executive Director and staff.

Board of Commissioners
Robert Whittlesey, Chair
Ryan Bettez, Vice Chair
Bernice Baran, Treasurer
Nancy Kolb, Secretary
Kelley Cronin, Executive Director

ACTON NURSING SERVICES

Acton Nursing Services has moved! We are now located in the Human Services and Senior Center Facility at 30 Sudbury Road Rear, Acton!!

The Acton Nursing Services has provided services to the Town of Acton since 1923. We are proud to carry on the tradition of providing skilled, caring services to Acton residents.

Acton Nursing Services provides home health care, including skilled nursing; physical, occupational and speech therapy; medical social services and home health aide assistance. If you or a loved one needs services after a hospitalization, an injury or a change in your medical condition, be sure to ask your doctor to refer to Acton Nursing Services.
Acton Nursing Services continues to provide Public Health services at our **new** office for adult and childhood vaccinations under the Department of Public Health Vaccine for Children guidelines, podiatry clinics, wellness discussions, ImPACT testing, and blood pressure clinics. We encourage people to call before stopping in to assure the availability of a nurse.

For the second year, Acton Nursing Services has provided the ImPACT concussion assessment program at Acton-Boxborough High school for all incoming freshman. ImPACT is the most scientifically validated computerized neurocognitive test used by more than 7,400 high schools and 1,000 colleges and universities to help evaluate and manage suspected concussions. The ImPACT test tracks students symptoms and measures multiple aspects of cognitive functioning, including attention span, working memory, sustained and selective attention time, non-verbal problem solving and reaction time. At the beginning of the school year, all incoming freshman take a Baseline ImPACT

Test that assesses their cognition at their norm. If a student sustains and is diagnosed with a head injury by their physician, the Baseline Impact results can be given to their physician and be compared with a Post-Concussion test to help determine neurocognitive deficits, set up a plan of action for recovery, and help determine back to school and back to play guidelines. 401 tests have been performed since the 2017-2018 school year began, with some of this number being a post-concussion test performed in our offices after a student has been diagnosed by their physician with a head injury.

We have expanded our Podiatry Clinic for the second year and are now holding three clinics in our offices. We are lucky enough to have a contract with a Certified Foot Care Nurse, Sarah Kinghorn BSN, RN, CFCN, for these clinics and residents are thrilled with her services! Watch for the dates of the clinic in the COA newsletter. We are even luckier to have the support of the Friends of the Acton Nursing Services who raised funds to purchase an electric podiatry chair for our clinics!! At the new facility, we also have a designated exam room for our clinics!

Our Flu Clinics were a success with over 900 residents vaccinated for the 2017-2018 season and as the year ended we are still vaccinating those who missed our clinics! We held three town wide clinics at Acton-Boxborough Regional High School and four clinics in our offices at the Human Services and Senior Center building. Thank you to the ANS staff, ABRHS Nursing staff and volunteers from the Acton Medical Reserve Corps and the Friends of the Acton Nursing Services who assisted with set up, break down and staffing of these important clinics.

Volunteers and other town departments continue to provide assistance to the Nursing Service. The Friends of Acton Nursing Service (FANS) provides ongoing financial and volunteer support. The FANS are always looking for new members to assist with their efforts!! If you have any interest in joining FANS please contact our department and we will put you in touch with them. We continue to work closely with the Council on Aging to provide services to senior citizens, as well as attend monthly Senior at Risk meetings at the COA in conjunction with the Acton Police Department, Acton Fire Department, the Veteran Services Officer, Acton Housing, and Minuteman Senior Services.

The Acton Nursing Services Advisory Committee was formed in early 2017 and is assisting Acton Nursing Services marketing efforts and continuing to help increase Acton Nursing Services visibility within the community. Currently, ANSAC has updated the FAQ's on the Town of Acton website, assisted with and are continuing to look at updates to the ANS website, have just updated the ANS brochures to include our Public Health Information as well as our Home Health Care information, which is off to the printers, and we are working on two new postcard mailings that will go out in early 2018. The Acton Nursing Services Advisory Committee is accepting volunteers! Please reach out to the Volunteer Coordinating Committee if you are interested in helping to continue the outreach and marketing of Acton Nursing Services.

Heather York RN, WCC
Nursing Director

Public Health Nursing
Service Statistics FY2017

Home Visits

Registered Nurse	1582
Home Health Aide	806
Physical Therapy	537
Occupational Therapy	134
Speech Therapy	0
Total Home Visits	3059

Home Visits

TB Testing	8
Blood Pressure Checks	781
Podiatry Clinic	188
Influenze Vaccinations	958
Other Vaccinations	66
Public Health Nursing Hours	3054

VOLUNTEER COORDINATING COMMITTEE

2017 has been a year of change on the VCC.

Every June 30 a number of committee and board member's terms expire. It is the VCC's responsibility to find out if these individuals want to be reappointed. In April, VCC member Xuan Kong created and administered a web-accessible spreadsheet to allow those whose terms were expiring to respond to the VCC by directly entering their decision into the spreadsheet.

This substantially increased the response rate to our e-mail inquiries to more than 90%. It also simplified the tracking of responses and the reporting of those responses to the Town Manager and the Board of Selectmen.

On July 1, long-time VCC Chair Charlie Aaronson turned the gavel over to new Chair Greg Hutchins. Thankfully, Charlie has continued on as a VCC member so that his vast institutional knowledge is still available to us. Jennifer Querbes volunteered to continue serving as Clerk.

Also during July, VCC member Xuan Kong created a second web-accessible spreadsheet for use in tracking volunteer inquiries and applications received, through any potential BOS vote to appoint a new volunteer. He continues to maintain this spreadsheet. We intend it to provide a convenient summary of VCC interactions with the public and their outcome.

In September, a memo was drafted from the VCC to the Board of Selectmen seeking clarification of our duties and responsibilities. The BOS requested and received a detailed memo with specific questions, examples of the circumstances that led to those questions, and our recommendations. On October 16, the VCC members met with the Selectmen during their regularly scheduled meeting. At this meeting, it was decided that there should be an updated Charge to the VCC from the Board of Selectmen. Work has begun on drafting a new Charge. This work will continue into 2018. The Selectmen also agreed to approve VCC meetings with Town Counsel and the Human Resources Director to clarify certain operational concerns the VCC has. These meetings will be arranged by the VCC Chair and the Selectman liaison to the VCC, Peter Berry, in 2018, likely after approval of the new Charge.

For the last six months of the calendar year, our spreadsheet shows that the VCC has heard from and communicated with 60 residents about volunteer service to the Town of Acton. Of those, 30 have been appointed to their choice of committee or board, 16 are awaiting BOS action, with the remainder in process. That is, 50% of volunteer applications and inquiries have resulted in an appointment, roughly 27% are pending BOS approval, and 23% await further communication with and from the VCC.

Respectfully submitted,
Gregory Hutchins, Chair
Members:
Jennifer Querbes, Clerk
Hartley Millet
Charles Aaronson
Xuan Kong

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

INTRODUCTION

The Acton-Boxborough Regional School District (AB) is governed by an eleven member School Committee with representatives from Acton and Boxborough. During the 2016-2017 school year, AB served the learning needs of over 5600 students in grades PreK-12 and employed approximately 1,000 full- and part-time staff. The district completed its third year of full regionalization.

AB is comprised of eight schools; Acton-Boxborough Regional High School, RJ Grey Junior High School, Blanchard Elementary School, Conant Elementary School, Douglas Elementary School, Gates Elementary School, McCarthy-Towne Elementary School, and Merriam Elementary School. In addition, the Carol Huebner Pre-K School Program is housed in the Administration Building located on the main campus.

A more detailed account of the highlights, activities and accomplishments for the 2016-2017 school year follows.

ENROLLMENT

As of October 1, 2016 the elementary school enrollment decreased from the previous year by 32 students, from 2,747 to 2,715. Of the total number enrolled, twenty were students who received special education services while attending “out-of-district” schools – a decrease of five students from the previous October 1. Kindergarten enrollment increased by thirty-one students, from 299 to 330. There were fifteen school choice students at the elementary level.

The junior high school enrollment for October 1 increased from 888 to 911. There were two school choice students.
The high school enrollment decreased from 1909 to 1867. There were seventeen school choice students at the high school – a decrease of two students from the previous year. There were 72 students who received special education services in grades 7–12 while attending out-of-district schools.

PERSONNEL

Staffing changes for the 2016-17 school year were affected by the June 2016 retirements of thirteen teachers and five leaves of absence granted to Acton-Boxborough School District teachers. The district hired 31.95 full-time equivalent teachers to fill these vacancies and additional openings. Increased enrollment required the district to add one kindergarten section. However, the total number of elementary sections remained the same; fewer second grade sections moving up resulted in the reduction of one third grade section.

TEACHING AND LEARNING

Summer Leadership Retreat and Institute

The summer 2016 Leadership Retreat and Institute provided time for the District Leadership Teams to begin to solidify a Long Range Strategic Plan (LRSP). During the July two-day retreat, cabinet members and building principals reviewed the Challenge Success (CS) student quantitative survey data. Supported by a two-hour Skype conference with Dr. Denise Pope, they identified three high-leverage areas on which to focus the district’s time and resources: homework and workload; scheduling; and family engagement and communication. The group also set goals for working together and, with the larger District Leadership Team, drew connections between the draft LRSP, Superintendent goals, CS priorities, and outcomes from the School Committee workshop.

In August, fifty-six district leaders spent two days in a District Leadership Team Institute, where they welcomed Dr. Dawn Bentley, Assistant Superintendent for Student Services, and Pam Smith, Director of Special Education, to the ABRSD. The Team focused on:

- Social-emotional learning by
  - Understanding data from Challenge Success survey (Grades 6-12) through dialogue, discussion, and processing activities.
  - Learning about existing district initiatives that support the three focus areas identified through the CS survey.
  - Utilizing CS data to formulate level-specific plans in each of the three identified focus areas to move the work forward.

- The new draft Long Range Strategic Plan by
  - Analyzing staff/community survey data.
  - Evaluating present strategic actions.
- Educator Evaluation by
  - Reviewing timelines and learning about changes to the Educator Evaluation System.
  - Furthering understanding of the use of student feedback in the Evaluation System.
  - Improving calibration of ratings across schools.

Professional Learning

"To learn with passionate intensity, . . . children need models. They need teachers who are avid learners." -Ellin Keene

The Acton-Boxborough Regional School District's Professional Learning Program exists to provide opportunities for all educators to be learners and to improve our practice.

Research and Development (R&D)

In the summer of 2016, the R&Ds completed demonstrate the district's ongoing commitment to ensuring that our curriculum and instructional practices meet the needs of our students. These projects included Update of Junior Curriculum: Adding Diverse Literature; Integrating Authentic Audio into the Spanish I Unleveled Curriculum; Curriculum Planning for 8th-Grade Digital Literacy; Self-Determination: Building Self- Advocacy Skills and Strategies; Incorporating More Play in the Day, and many more.

Summer Professional Learning Workshops

Technology Workshops (Google Boot Camp)
- Hands-on Google Drive Basics
- Intermediate Google Drive (Docs, Slides, Forms, Draw, Extensions, & Apps)
- YouTube for Educators
- Google Sites for Teachers & Students
- Blended Learning with Google Classroom

Incorporating Play

Erin Akers from the Gesell Institute worked with a group of AB PreK teachers, kindergarten teachers, and private PreK educators to identify best practices for incorporating more guided play into their instruction. They also looked at ways of addressing the curriculum standards through play activities.

Emergent Bilingual/English Learner Theatre Workshop

This professional development course was designed to help teachers in diverse educational settings engage Emergent Bilinguals/English Learners (EBs/ELs) across every level of English Language development/ proficiency through theater games and dramatic play.

Using the Can-do philosophy of WIDA as the academic framework for the dramatic activities and theater game techniques presented, educators learned

valuable approaches and practical experiences to foster engagement, learning and growth in the five English Language Development Standards [Social & Instructional, Language Arts, Mathematics, Science, and Social Studies].

Meaningful Mathematics Instruction: Strategies for Reaching ALL Learners

Offered for K-6 Teachers, Elementary Special Education Teachers, Classroom and Special Education Assistants, and Administrators, this two-day workshop focused on chapters from David Allsopp's book, *Teaching Mathematics Meaningfully: Solutions for Reaching Struggling Learners.* During each session, facilitated by Renee Hill, Elementary Special Education Teacher, and Heather Haines, Elementary Mathematics Curriculum Specialist/Coach, participants used one in a series of five protocols created by DESE and EDC (Education Development Center). These protocols allowed the group to have a discussion about developing a shared vision, common language and shared understanding of what rigorous mathematics instruction looks like, and the instructional needs of students with disabilities.

Fostering Mathematical Practices Level I, PreK-12

Taught by Heather Haines, Elementary Mathematics Curriculum Specialist/Coach, and Jessica Janus, ABRHS Mathematics Teacher, this three-day professional development workshop focused on learning and implementing the Mathematical Practices from the MA Mathematical Framework in grades PreK-12. Educators connected the mathematical practices to the critical areas, learned the key ideas in each practice, learned a set of questions to prompt mathematical practice use with students, identified evidence of the mathematical practices in the problem-solving process, and learned several instructional routines to develop the practices. This was the first part of a two-part series.

Fostering Mathematical Practices Level II, PreK-12

This two-day professional development workshop built upon practices learned in the "Fostering Mathematical Practices Level I" course. It focused on integrating the Mathematical Practices from the MA Mathematical Framework in grades PreK-12 into classroom instruction. Educators learned research-based, specific instructional routines and practices designed to foster the mathematical practice standards for all students and spent time planning and rehearsing the routines for their specific student population.

Consultants Grace Kelemanik and Amy Lucenta facilitated this workshop.

Assessment for Learning and Mindset in Mathematics

This workshop was offered for Elementary Principals, Assistant Principals and members of the School-based Child Support Teams to look at the mathematical big ideas assessed in the AMC assessment and how students normally progress through their understanding of these concepts. Participants then learned how to use the data from the AMC assessments

to determine a student's current edge of understanding and also learned how to use that data to guide instruction. After the work with the AMC assessments, which are used mostly with students in K-3, they continued their work with assessment for learning by reading and discussing Jo Boaler's book, Mathematical Mindsets.

Projecting Writing Units of Study

Matt Glover, writing consultant and coauthor (with Kathy Collins) of *I Am Reading: Nurturing Young Children's Meaning Making and Joyful Engagement with Any Book,* spent two days this summer working with some of our kindergarten and first grade teachers and our Elementary Literacy Curriculum Specialist/Coach, Sharon Ryan. Together, they unpacked the Units of Writing to best meet the needs of the students in their classrooms.

Mentor Workshop

For new mentors, a workshop was held in anticipation of meeting and working with their protégés. The workshop focused on peer observations, feedback, protocols, classroom management, and district policies and procedures.

Beginning Teacher Support Program (BTSP)

ABRSD Teacher Orientation, Day 1
All new educators to the ABRSD spent a day together getting to know one another, hearing from the District Leadership Team, touring the towns of Acton and Boxborough, enjoying lunch sponsored by the ABEA, and working in the afternoon with the Beginning Teachers Support Program Co-Coordinators, Carolyn Smiley and Maureen Lin, and their individual mentors.

New ABRSD Teacher Orientation, Day 2

On the second day, all new ABRSD educators spent a second orientation day either at their respective school (for JH and HS educators) or together as an elementary cohort. There they learned specific information about the schools, technology tools, and also had a bit of fun learning together!

Opening Day/PL Day ALICE Training

As part of the district's ongoing work on school safety and on recommendation of the District Safety Task Force, all schools engaged in ALICE training before the start of the 2016-2017 school year. ALICE stands for Alert, Lockdown, Inform, Counter, and Evacuate. The training began with a slideshow and then staff worked in groups for scenario training.

Professional Learning Day November 8, 2016

During the morning, Principals, Assistant Principals, and Deans worked with building staff to unpack and discuss the data summary provided by Challenge Success, highlight AB's three high leverage focus areas, and make connections to school-based work. Three specific questions for each high leverage focus area were posed to staff:

- What challenged or changed what you know about Homework/Workload, Scheduling, and Family Education/Communication?
- What confirmed what you know about Homework/ Workload, Scheduling, and Family Education/ Communication?
- Within your specific role, what can you do in your work with students to support work around Homework/Workload, Scheduling, and Family Education/Communication?

After lunch, the entire ABRSD staff gathered in the high school auditorium. Principals presented what they've done to date as a school or what they would be doing during the year in any/all of the three high leverage areas. Then, Dr. Denise Pope from Challenge Success, presented two workshops:

- The Well-Balanced Student focused on the latest research on health, engagement, school reform practices, and strategies to work with students to focus less on performance without sacrificing rigor and engagement.
- Homework examined the critical questions: What is the purpose of homework? How much homework is appropriate? What kinds of homework and policies are most effective? Staff learned the latest trends and research on homework, discussed best practices in creating effective homework assignments, and examined the tensions and concerns about homework.

Early Release Professional Learning

The early release professional learning days were planned as either school-based or district- wide. The elementary schools focused on technology workshops that supported and enhanced teaching and learning and mathematics workshops that focused on challenging activities for all students, mindset and engagement, and connections between mathematics and other disciplines. The junior high staff used their time to further explore homework practices and begin

to examine their school culture with regard to cultural diversity. The high school worked in departments and as a whole faculty to examine, research and discuss assessment practices and to review and make modifications to the midyear assessment week.

Sheltered English Immersion (SEI)

The MA Department of Elementary and Secondary Education requires most educators who have taught or who presently teach a student who is learning English to complete a course entitled, Sheltered English Immersion, in which they learn practices and strategies that support the learning and acquisition of English. The district offered the 3-graduate-credit course on campus, once in the fall and once in the spring.

In-district Professional Learning Workshops (taught by outside consultants and ABRSD staff)

Wellness

- *Cultivating Resilience* with Pam Katz Ressler
- *Stretch What Matters* with Elizabeth Goranson
- *Let's Play! Ways To Get Students Out of Their Seats* with Marc Lewis
- *Mindfulness for You and Your Students* with Dr. Priscilla Kotyk

Literacy/Social Studies

- *Effective Methods to Build Language & Literacy Skills in a Linguistically or Academically Diverse Classroom* with Sharon Ryan
- *Self-regulated Strategy Development: Cohort Two* with Christy Nealon & Betsy Johnston
- *Reading Nonfiction: Notice & Note Stances, Signposts, and Strategies* with Kylene Beers and Robert Probst
- *Utilizing Primary Sources Through the Library of Congress to Support the Teaching of Historical Fiction* with Sharon Ryan
- *Disciplinary Literacy PLC* with Maureen Lin

STEM

- *How to Learn Mathematics for Teachers* with Heather Haines and Tina Bloom
- *Science for All Learners* with Jean Oviatt-Rothman
- *Mathematical Mindsets: Unleashing Students' Potential Through Creative Math, Inspiring Messages & Innovative Teaching* with Heather Haines and Tara Matthews
- *Assessing Math Concepts: Formative Mathematics Assessment* with Heather Haines

EdTech

- *Get Organized with Google* with Peggy Harvey
- *Google Apps for Educators* with Peggy Harvey
- *Deliver, Differentiate & Document Learning with Google Classroom* with Peggy Harvey

Teaching All Learners

- *Protocol Training* with David Krane and Dianne Telicki
- *Learning About PLCs* with Heather Haines
- *Habits of Mind* with Diana Woodruff
- *Principles and Practices of Second Language Acquisition* with Roberto Soto-Garcia
- *Early Learning Seminar Series* with Sharon Ryan

Teaching and Learning Work

In the continued work of transitioning to the new MA Science, Technology, and Engineering (STE) Framework, new investigations were created during the summer R&Ds for implementation and feedback during the 2016-2017 school year. This is the third year of a four-year implementation process with vertical alignment to grades 7 and 8. The new MA STE Framework is based on the Next Generation Science Standards, which emphasize systems thinking and modeling, discussion, multiple investigations and problem-solving, student writing, and evidence-based arguments and reasoning. Science workshops were held for educators to further understanding of science concepts and to review the new investigations.

The district also continued its work of focusing on literacy in all grades, PreK-12. The second cohort of grades 7-12 educators worked with consultants from AdLit to refine their teaching of disciplinary literacy. The district was also fortunate to have Kylene Beers and Bob Probst, authors of *Notice and Note: Strategies for Close Reading; Reading Non-fiction: Notice and Note Stances, Signposts and Strategies; and Disrupting Thinking: Why How We Read Matters,* visit to observe classrooms at the junior high, conduct a debrief of their observations, and conduct a workshop for educators PreK-12.

World Language educators in grades 7-12 continued their work to move toward a proficiency-based framework. Within this framework, students learn and practice reading, writing, speaking and listening in order to communicate effectively in real life situations. Instruction builds on what students already know, and educators incorporate both achievement and proficiency-oriented tasks, which are also used for assessment purposes.

Long-Range Strategic Plan (LRSP)

The new Long-Range Strategic Plan was voted and approved by the School Committee on December 1, 2016.

Vision
To provide high-quality educational opportunities that inspire a community of learners

Values
- Wellness – We partner with families to prioritize social/emotional wellness, which is necessary for learning and developing resilience.
- Equity – We ensure all students have equitable access to programs and curricula to reach their potential.
- Engagement – We provide engaging educational opportunities where students develop passion and joy for learning.

Mission
To develop engaged, well-balanced learners through collaborative, caring relationships

The LRSP established three goals around which the district will focus its strategic actions each year. The three goals and specific strategic actions taken for each goal in the 2016- 2017 school year are outlined below.

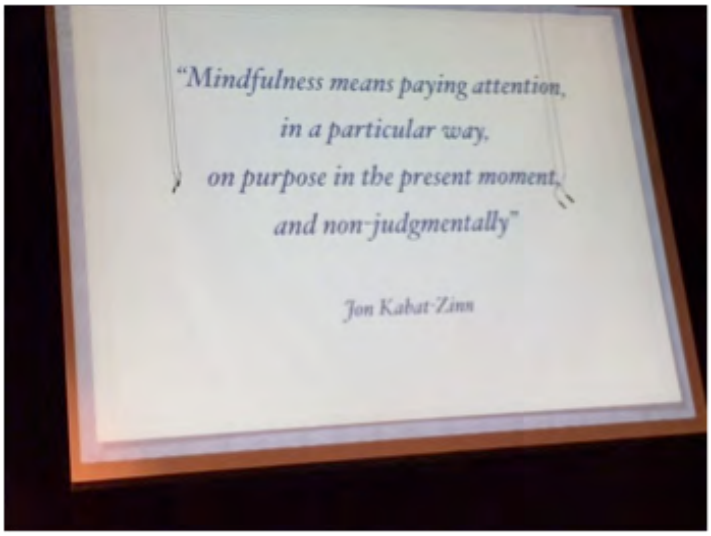
Understand and respond to our students' social and emotional needs.
- Final start-time report, including sleep research, considerations of alternative start- time options, and recommendations presented to School Committee
- Review of homework practices and research, draft of new policy, community feedback survey and presentation to School Committee
- Family Learning Series (FLS) promoting wellness and balance (please see below for more information). Additionally, a new website, **AB Wellness, http://abschoolswellness.weebly.com/** and monthly newsletters, **Expanding Our Notion of Success, http://abschoolswellness.weebly.com/newsletter-archives.html** were created and shared to promote the health and well-being of the entire school community.

Our students will have equitable opportunities and tools to learn.
- Self-assessment to identify areas to build capacity for a Multi-tiered System of Support was completed and presented to the School Committee.
- Funding structures and mechanisms at each level were completed and shared with School Committee.

Our students will have access to safe and effective learning environments.
- Short and medium capital prioritization lists were completed.
- District Master Plan Review Committee report identifying building options was completed and presented to School Committee. Additionally, the MA School Building Authority (MSBA) invited the district to participate in its grant program for the building of a new elementary building.

Family Learning Series (FLS)

The 2016-2017 FLS, which focused on wellness and balance, was supported by ABRSD, ABRSD PTOs, PTF, and PTSOs, AB Special Education Parent Advisory Council, Danny's Place Youth Services and AB United Way.
- Dr. Kirsty Kerin: *The Science of Sleep*
- Maria Trozzi: *When Adolescents Face Losses Words, Strategies and Wisdom That Promote Resilience*
- Janell Burley Hoffman: *Early Childhood and Technology*
- Rob Evans: *Keeping Our Kids Safe*
- Dr. Denise Pope: *The Well-Balanced Student*
- Maria Trozzi: *5 to Thrive: A Conversation About the Stresses of Parenting*
- Michelle Icard: *Middle School Makeover: Improving the Way You and Your Child Experience the Middle School Years*
- Jessica Minahan: *Reducing Anxiety in Students*
- *Pam Katz Ressler: Mindfulness*
- Dr. Josephine Kim: *"Let's Talk! Bridging the Cultural Gap Between You and Your Child"*
- Sarah Ward: *Executive Functioning and Resilience*
- Dr. David Miele: Academic Mindsets: *Their Role in Learning, Parenting, and Teaching*
- Dr. Anthony Rao: *Getting to Manhood: Raising Boys to Succeed*



The presentations that we were able to videotape as part of the 2016-2017 series can be accessed here: **http://www.abschools.org/families/family-learning/archives.**

Seal of Bi-Literacy

The Seal of Bi-Literacy is an award given by a school or district in recognition of students who have studied and attained proficiency in speaking, reading, and writing in two or more languages by high school graduation. In the spring of 2017, AB piloted the Seal to promote the learning of languages in addition to English; to encourage enrollment in language learning opportunities and programs; to shape initial attitudes and inform students about language diversity; and to prepare students with 21st century skills that will benefit them in our global society.

Nature Play Spaces

During the spring of 2014, the Acton Public Schools applied for and received a Community Preservation Committee (CPC) Grant to fund the design of outdoor learning play spaces at the elementary schools. Four of the designs were presented in 2015 to the Acton CPC, which decided to support substantial funding of the project. On September 23, 2016 the Elementary Nature Play Spaces were officially opened!

ELEMENTARY SCHOOLS

The six elementary schools – Blanchard, Conant, Douglas, Gates, McCarthy-Towne, and Merriam – have the following in common every year.

- Each has a School Council, as required by the Educational Reform Act of 1993.
- Vital parent involvement plays an active role in the life of each school. These parents sponsor numerous assembly programs that enrich their school's cultural and aesthetic life with musicians, storytellers, and other performers. They raise funds for schoolwide projects; provide volunteers for many in- and out-of-class activities, tasks, and services; and sponsor school newsletters and other activities. At some schools, parents staff the "Safe Arrival" hotlines.
- A number of whole-school events take place, such as orientation programs for kindergarten parents and children as the school year begins, back-to-school night open houses in the fall, and a Memorial Day program in the spring.

- Students use computers, technology, associated software, and the Internet in various ways: to supplement the writing/composing process, to enrich or extend learning experiences in each curricular area, to strengthen the learning of concepts and practice of skills via the Internet, and to provide our students with the opportunity to learn important digital literacy and digital citizenship skills.
- The faculty participates in professional learning through one or more of these activities: pursuit of formal course work, involvement in systemwide curriculum and instruction review and improvement projects, participation in the district-wide Professional Learning Day, and attendance at professional conferences and workshops. In addition, many teachers work with student teachers. Through their actions, every year the faculty shows that they are truly committed to the concept of being life-long learners.
- Each school has a reception or event to celebrate and honor the parents and volunteers who assist them during the school year.

R. J. GREY JUNIOR HIGH SCHOOL

R. J. Grey welcomed a total of 911 students, 460 7th graders and 450 8th graders, based on October 1, 2016, enrollment numbers for the start of the 2016-2017 school year.

We were fortunate to welcome several new colleagues: Margaret Kelley (English), Kimberly Montilli (Special Education), Jill Cannon (Special Education), Melissa Przygoda (World Language), Brenna Sacra (Physical Education), Jocelyn Charpentier (Library/Media), Katherine Green (Strings/Performing Arts), and Alex Paul (Social Studies).

Teaming, the fundamental core of RJ Grey, enables staff to create a strong web of support to enhance student success: a large school becomes a smaller school. After re-organizing our teams, we started this year with four teams per grade level and five core academic teachers on each team (English, Social Studies, Math, Science and World Language). The team model allows for consistent communication among teachers; issues can be addressed early, and students have an opportunity to develop close relationships with their teachers, as well as with a familiar peer group. Our team model is directly in support of our district mission statement: To develop engaged, well-balanced learners through collaborative, caring relationships.

We continue to utilize a grade-level house model for organizing our assistant principals and counselors. We have one assistant principal and two counselors dedicated to each grade; they will follow the students through their time at RJ Grey.

Seventh graders participate in an “exploratory program” that consists of Digital Literacy, Art, Music, and Minuteman Technology Lab I, each of which meets every other day for half the year. Exploratory courses for the eighth graders include Art, Minuteman Technology Lab 8, Drama, and Computer Literacy; these classes last for one-half of the year. In addition to the core curriculum, students can choose to participate in an elective in Band, Chorus, Drama, Engineer’s Workshop, or Sports & Fitness. This was also the first year that our district added String Ensemble as a performing arts elective that would complete our other options.

Continuing with our efforts to meaningfully incorporate educational technology into our classrooms and the experiences of our students, we provided each of the eight teams with their own Chromebook cart. Shared amongst the team teachers, these Chromebooks allow students and teachers to utilize the Google platform and other web-based programs as a vehicle for various individual and collaborative learning activities. From peer editing to developing class presentations to conducting online research, team teachers capitalized on this resource, not as a way to replace the importance of direct engagement but to enhance and supplement the various activities and instructional strategies being implemented in the classroom. Given the increased use and incorporation of Chromebooks, we added four carts that are available to teams and teachers for classroom use and plan to add another four for the following year.

In an effort to reduce daily stress and incorporate reading as a daily practice during the school day, we have continued with our Silent Reading initiative. By making a few adjustments in our daily block schedule, we were able to incorporate a 20-minute period every day when the entire school population participates in silent reading. Students and staff alike look forward to this time during their day when they can jump into their favorite book.

Poetry Fridays continued, as members of our student and staff community read a selected poem during the morning announcements.

In October 2016, RJ Grey (as well as the high school and elementary schools) received the results of the state-mandated MCAS (Massachusetts Comprehensive Assessment System) tests from the previous spring.

We continue to be proud that our students' scores compared favorably with the top-performing schools in the state. This is a result of the high quality of teachers and teaching, an excellent curriculum, fine students, and the supportive families who make education a priority for their children. This year, RJ Grey was named a 2016 Massachusetts Commendation School for narrowing proficiency gaps, which offered additional validation of the continued work and effort of our staff and students.

We continue our commitment to the partnership between school and home by leveraging our technology, using daily emails, monthly online articles, Grey Matters, Twitter, and weekly communication notifications to keep our school community informed with up-to-date information. In 2016-17, we continued our schoolwide expectation that all teachers maintain a course website that would include relevant information and resources related to their respective courses, along with updated information regarding current homework assignments and upcoming assessments. Along with individual teacher websites, several teams also piloted the maintenance of a shared online homework calendar that students and families could use as a single-stop resource for upcoming assignments.

The School Council, consisting of four parents, two staff members, and the principal, also addressed a wide variety of relevant issues and made recommendations to the administration that were very helpful. The School Council continued to have a strong voice in the development of the school and the overall school climate. An active P.T.S.O. organization (for families in grades seven through twelve) planned, organized, and assisted with many events at RJ Grey. The P.T.S.O. also sponsored evening programs designed to provide information about the schools and made funding available so that we could equip all students with planbooks free of charge.

For many students, learning and connecting with members of the RJ Grey community took place through our extracurricular programs. The interscholastic athletic program included teams in cross-country, soccer, field hockey, basketball, softball, track, volleyball and baseball. All participants on these teams paid an activity fee that helped to support these programs. The intramural program was available to all students, meeting either before or after school. These intramural sports included basketball and strength training. Our after- school activities, which included the Ski Club, Jazz Band, Speech and Debate Team, Chess/Board Games Club, Math Counts, Technology and Engineering Club, and the Yearbook, continue to be well attended by our students. We also added new clubs, such as Common Ground, our first gender and sexuality student alliance group, as well as a Model UN program.

Through the involvement of the Student Council, students connect with each other in a number of ways. This group helped to plan school-wide activities, dances, selling Candy- Grams and other service-learning projects. In addition, several teams organized community service projects to support local organizations, such as the Coat Drive (hundreds of coats were collected and distributed to families in need), holiday Toys for Tots collection, fall clean-up day at several recreational areas in Acton, as well as an extremely successful food fund drive to support the Acton Food Pantry.

The school musical, "Once Upon a Mattress," was performed in December and included over 80 students in the cast, crew and student production, as well as the volunteer work of many parents. The Spring plays had students participating in a series of One Act Scenes.

In June we held our Charity Ice Cream Social, "Empty Bowls." Families were invited to this event, which showcased the students' art and singing talents. Ice cream was served in bowls that were hand-crafted in art classes by 7th-grade students. The bowl serves as a reminder of the vast number of hungry families around the world and right here in our own community. The money raised from the event was donated to the Acton Community Supper and Acton Food Pantry.

Special events during the school year included Halloween Dress-Up Day, the Thanksgiving Assembly, Blue and Gold Day (school spirit day), pajama and hat days, a weekend day ski trip to Waterville Valley, the end-of-year seventh-grade trip to Kimball's, the eighth-grade day at Canobie Lake Park, and the Student Recognition Assembly. Our student recognition program, "Everyday Leaders," continued. Twice per trimester, RJ Grey teachers nominated students who demonstrated daily acts of kindness, enthusiasm, and respectfulness toward peers and teachers throughout the year. These students were treated to a lunch with Principal Shen.

At the end of the school year, we said goodbye to three retiring staff members: Bill Maver, Scott Biron, and Vanessa Banyas.

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL

Overview
ABRHS total student 2016-17 enrollment based on the October 1, 2016 report was 1,855 students. This included 447 9th graders, 490 10th graders, 464 11th graders, and 452 12th graders.

We were pleased to welcome several new faculty and staff: Lauren Dosher – English, Kelly Antonuccio – Science, So Hyun Kong – Fine Arts, David Brusie – English, Katherine Greene – Music, Alice Greer – Library, Elizabeth Lough – Counseling, Jennifer Cohn – General Education Support Services, Anne Marie Gaebel – Mathematics.

The administrative structure at the high school continued to support students with an assigned Counselor, Dean of Students, and Associate Principal team for each student entering the high school. This ultimately allowed for students to have a three-tier support system that does not change throughout their time at A-B.

Student Wellness continued to be on the forefront of the school goals for 2016-2017. In the Advisory program, students met in small groups with an advisory teacher for a 15-minute period each Tuesday. This time was used to update students on information but also, most importantly, provided an opportunity to take a short time to reflect on how everyone was doing and practice some mindfulness techniques to support health and well-being. The regular Advisory meetings and contact between students and Advisory teachers represent another part of the student support system. Three committees that provided support to the wellness program included:

Wellness and Advisory
This twenty-person committee worked to support health and well-being within a rich learning environment to provide opportunities for all students to experience success.

Wellness Steering
This nine-person committee drew on the expertise of staff members and students, as well as community partners, including the 7-12 PTSO, Acton-Boxborough United Way, Danny's Place Youth Services, and the Metro West Medical Center to raise awareness about topics, tools, and resources for positive mental health and wellness. The student swag bags, planners, and monthly Wellness Thursday workshops were all part of the AB "Because You Matter" Campaign, directed by this committee and made possible by the Healthy Teens Initiative Grant sponsored by the Acton-Boxborough United Way.

Assessment, Instruction, and Workload

This thirteen-person committee worked to plan professional learning around assessment, instruction, and workload. Their goal was to help teachers promote students' deeper learning, engagement, and ownership and, in turn, realize how this work promotes students' wellness and sense of success.

Student-based clubs and organizations working on wellness included the following: Ambassadors Club, Student Council, Peer Counselors, Peer Leaders, and the Wellness Club, which started in 2016-2017.

Department Information
The ***World Language Department*** continued the tradition of World Language Week in March with celebrations and events for the participation of all students and staff. The Chinese classes also celebrated the Chinese New Year with help from the Acton Chinese Language School.

For the 2016-2017 year, the ***Mathematics Department*** added an elective class called Exploring Computer Science. It was offered to students in all grades to provide a gentle introduction to coding, robotics, applications of technology in their lives, and a host of other technology related topics.

The high school ***English Department*** continued to revise the curriculum to best meet the needs of students. The Project English class, a senior course, initiated a new requirement for the students to create and implement a community service learning project. At the junior level, the department added new works to the English III curriculum to expose students to more diverse voices and cultures. This work will continue at all grade levels in 2017-2018. The department also revised the writing and grammar curriculums for grades 9-12, so they align with the Massachusetts ELA Frameworks while reflecting the department's learning outcomes.

During the 2016-2017 school year, David James, K-12 ***Health and Physical Education*** Department Chair, moved from McCarthy-Towne to teach Health and Physical Education at the high school. Basic Health and PE courses included Grade 9 Fitness for Living and Grade 10-12 instruction in a variety of physical education and movement activities. The department added archery to the curriculum after some training

from the Department of Fisheries and Wildlife; it was well received by students and staff.

This past year, the ABRHS ***Counseling Department*** continued their ongoing work on mental health and wellness. Specifically, all freshmen were trained in the Signs of Suicide Prevention Program (SOS), and all seniors participated in the SOS Booster Program. Both trainings are designed to increase student knowledge and attitudes about depression, while also training students on what to do when they are concerned about themselves or a friend. New for the 2016-2017 school year, the Counseling Department paired the SOS Program with a screening tool for students who might be struggling with depression or thoughts of suicide.

The 2016-2017 school year marked a redesign of the ***Library*** space at the High School, used by hundreds of students every day for independent study in the silent section and for group study in a designated area. These two sections were swapped geographically in the library, so that students and staff enter the group study section, which made the library a more vibrant and welcoming space at the heart of the school. The library also continued to house the school's Writing Center, where students can access help with any stage of the writing process. The library has an overall goal not only to support the study needs of ABRHS students but also to promote literacy and a love of reading for pleasure. In 2016-17, students and staff enjoyed events such as Blind Date With A Book and World Read Aloud Day. The librarian also coordinated two young-adult author visits. New York Times bestseller Michelle Knudsen gave a presentation to a large group of students in the fall and also lead a smaller writing workshop; in the spring, award-winning author Julie Berry visited a senior English class.

Monthly meetings with the ***PTSO Co-Chairs*** provided for a continued flow of information and updates between the high school and the PTSO. The PTSO helped to sponsor events at the high school including: Leadership Workshops, Career Speaker Program, Community Service Awards Night, The Robert Creeley Poetry Event, and World Language Week.

Our ***School Council*** for 2016-2017, consisting of six staff members, six parent representatives, six student representatives, and one community member, continued to work on the School Improvement Plan, which centered on four main goals: 1) Social and Emotional Learning, 2) Classroom Instruction and Assessment, 3) Mental Health, Wellness and Learning, and 4) School and Community Awareness of Administration Team Structure.

The ***ABRHS student government*** consisted of Class Leaders from each grade level, the Student Council, Student School Committee Representatives, and a regional state Student Advisory Council Representative. Elections for student government positions were held in the spring, except for the freshman class, which was held in the fall.

Extracurricular Activities

Extracurricular clubs continue to be very popular at ABRHS. For the 2016-2017 school year, we had approximately 58 clubs with 1560 students participating. Additional activities included a large student population in athletics, ABRHS Band, National Honor Society and Proscenium Circus.

The ABRSD ***Athletic Department*** had 1774 student athletes participating in athletics in 2016-17. A-B won state championships in Track and Field and in both boys and girls swimming. Eighty percent of the varsity teams made it to the postseason, with three teams making it all the way to the sectional finals and two teams to the state semi-finals.

At ABRHS, ***Proscenium Circus*** continues to be an educational theatre community for and by students to open and question the world, functioning as a teaching and working theater. The 2016-2017 mainstage season included the sold-out musical, "Mary Poppins," and spring play, "The Three Musketeers." PC entered both the Massachusetts Educational Theatre Guild (METG) and International Thespian Society (ITS) festival with "Fire in the Hole." Awarded the best production in the state by ITS, "Fire in the Hole" was one of 14 school productions to make it to the state level of METG and received over 12 individual awards from best ensemble to best lighting. Over 120 students participated in the 24-hour class play program, where students had to create an original play based on their grade's history curriculum. Proscenium Circus inducted 35 students into International Thespian Society, the honor society for theatre students.

The ABRHS ***Music Department*** continued to offer students many exciting and rewarding experiences. Here are a few highlights of the 2016-2017 school year:

- A new String Orchestra program was introduced, enabling the schools to support a whole new group of students in our community.
- The A-B Chamber Choir was selected to perform at the Massachusetts Music Educators Association state conference in March. Each year the MMEA invites a handful of our state's finest student ensembles to perform for state music educators.

- The Concert Band had an opportunity to work with a conductor in residence for a week. Daniel Lutz, Director of Bands at UMass Lowell and a composer, worked with our band and conducted at our annual March concert. The band performed one of Mr. Lutz's compositions and gained a rare insight into how a composition comes to life – from the composer himself.

The school's ***"Accept the Challenge Program"*** encouraged every student to become involved in some way in volunteer activities. During the school's twenty-first annual Community Service Awards Night on January 11, 2017, the community celebrated the students' accomplishments and recognized that A-B students volunteered over 77,000 hours during 2016.

On Friday, April 28, the Class of 2017 organized the 23rd annual ***Senior Community Service Day.*** The day began with the annual Senior Breakfast, where the faculty and administration cooked a wonderful breakfast for the seniors at the school. Then the students spent the day volunteering in and around Acton and Boxborough. Over 450 students in matching T-shirts could be seen all over the community – raking leaves, clearing paths and planting gardens.

ABRHS focused again in 2016-17 on ***energy and resource conservation***. Electricity consumption has decreased by more than 30% over the benchmark set in 2010, resulting in both cost savings and a reduced environmental footprint for the school. This reduction is due to a strong commitment to energy conservation by faculty, staff and students, as well as efficiency projects in both lighting and mechanical equipment.

The high school continued a strong commitment to recycling and composting. The student ***Recycling Club*** managed a robust weekly pickup of recyclables from classrooms and offices throughout the building. In the cafeteria, students sorted out compostables and recyclables from their lunch stuff, and plans are underway to introduce compostable trays in place of styrofoam trays. Compostables and recyclables make up 75% of the stream from the cafeteria, a dramatic reduction in solid waste.

The ***Resource Force*** student team also promoted energy conservation by working on mapping natural gas leaks in Acton's pipelines as part of a town-wide effort to identify and solve the very high number of gas leaks.

Retirements

At the end of 2016, ABRHS said goodbye to two members of the community who retired, Diana Woodruff (Visual Arts Regional Dept. Leader) and Charlene Golden (Science Lab Technician).

STUDENT SERVICES

During the 2016-17 school year, our Student Services Department provided a wide range of services to students, ages 3-22. Our specialized staff includes special educators, English Language Education teachers, and related service providers such as speech-language pathologists and occupational therapists, counselors, and nurses in each school building. The program components and services provided throughout the district are outlined below.

Early Childhood Services

The Carol Huebner Early Childhood Program continued to provide an integrated learning environment for preschool-aged children. Students with identified special education needs and those who are developing typically are educated side-by-side, meeting required Individuals with Disabilities Education Act (IDEA) regulations to educate children in the least restrictive environment. We provided half- and full-day programs to children from ages three to five years, across nine sessions (three full-day and six half-day, meeting four days per week). One hundred seventeen students were enrolled in the program by the end of the 2016-2017 school year. Additionally, we supported seventeen preschoolers with drive- in related services that included speech-language therapy, physical therapy and occupational therapy.

During the summer, a combination of private early childhood educators, district early childhood staff, district kindergarten teachers and administrators came together for research and development on incorporating more play into the curriculum. This research focused on addressing children's social/emotional development and cognitive development.

Outcomes included creating mapping templates to demonstrate how play can be implemented in various curriculum standards and compiling suggested activities to meet curriculum standards.

Throughout the 2016-2017 school year, Early Childhood staff worked in collaboration with area preschool/ daycare teachers and directors to provide consultation, visitations and support to students in the community.

Special Education

The Special Education Department has a dedicated staff of special educators, speech- language pathologists, school psychologists, occupational therapists, physical therapists, and behavioral specialists. These specialists, along with our trained assistants, address student needs in both the general education and special education settings. Our Directors, Coordinators and Educational Team Leaders oversaw meetings, services and programming in each building to ensure consistency.

The Acton-Boxborough Regional School District continues to offer a continuum of specialized services from preschool to the age of 22. Learning Center programs, specialized programs, and related services were provided to meet the needs of individual learners. All of our services emphasize skill development and skill remediation, along with the development of self-advocacy skills for greater independence and responsibility for learning.

Special education regulations require students be educated in the least restrictive environment, alongside typical peers whenever possible. To ensure that a continuum of services is provided in the public school setting, program design, review, and development are essential and on-going.

Our speech-language pathologists (SLPs) engaged in professional learning opportunities that focused on evaluation and eligibility for students who are also English learners.Districtwide, the SLPs continued to work collaboratively to reflect on evaluation procedures and to share professional resources.

The motor staff, which includes Physical Therapists, Occupational Therapists, and a Certified Occupational Therapy Assistant, provide related motor services across the district for students ages 3 through 21. Therapists have been incorporating more collaborative strategies and movement opportunities for students within various buildings. Staff have increased their data collection measures for students in order to consistently document skill progression.

The department engaged with parents regularly in order to support open dialogue between parents and guardians and school personnel. The A-B Special Education Parent Advisory Council (PAC) is an integral part of the Student Services organization, meeting regularly with the Special Education Director with suggestions and parent input on a wide variety of issues. PAC monthly meetings supported parents/ guardians, offering learning, networking, resources, and other family supports.

Counseling and Psychological Services

Our Counseling and Psychological Services team continues to place the highest value on creating an environment that is not only safe but also nurturing for every student to learn and grow.

Counselors and psychologists worked with students to anticipate daily student stressors that might contribute to potential problems and crises. The counseling department referred students and their families to appropriate agencies as needs were determined. Daily issues for students included, but were not limited to, attendance issues, stress management, and a wide range of mental health issues.

In order to promote continued high academic achievement and support for students, counselors assisted students in the college planning and application process, as well as other post-secondary planning activities. The goal has been to ensure students have a plan after graduation with coordinated personal goals.

Specific to the high school, the Counseling Department has a Student Support Team (SST) that complements the work of the state-mandated Child Study and Student Assistance Teams. These teams allow counselors, psychologists, alternative program staff, special

educators and administrators to meet regularly to discuss at-risk students and to promote a safe school culture. In addition, effective communication and a strong sense of collaboration between the school resource officers and school officials continue to be critical components of our commitment to safe schools. Our school resource officers work closely with building principals and administrators to develop personal relationships with students and faculty to ensure a visible presence within all schools. In addition, they provide professional networking and liaison support, crisis intervention, and consultation.

During the 2016-17 school year, counselors and psychologists continued to train students annually on the warning signs of depression and suicide by delivering the Signs of Suicide (SOS) curriculum and screener to students in grades 7, 9 and 12 within small instructional groups.

At the elementary level, counselors and psychologists worked closely together to review the most current assessment practices and fine-tune their skills to respond to student stress and anxiety.

The counselors and psychologists spent time throughout the year learning and collaborating with various community counseling agencies. The partnership between outside agencies, home and school is paramount to a student's success.

Health and Nursing

Our Health and Nursing Department continued involvement with the DPH (Department of Public Health) Essential School Health Services Grant (ESHS), which has brought approximately $250,000 to the district over time. This grant was renewed and continued to provide financial assistance to the district for the purpose of staffing, direct care, nurse leadership, and professional learning.

To support students and staff, the nurses worked on restructuring school district paperwork related to field trips, designed to reflect medical implications reflective of DPH medical delegation rules and nurse practice.

Nurse leaders updated the district e-learning modules for life-threatening allergies and bloodborne pathogens to align with current research, including a quiz to check for understanding. These online modules ensured that district staff were trained and provided nurses with the ability to track quiz scores and determine whether additional training was necessary.

The school nurses continued to mentor Northeastern University nursing students through the school year. These senior level students are able to assist and contribute much to school health. Some of their contributions include curriculum development, classroom teaching, and health education pamphlets and bulletin boards.

The high school nurses, in collaboration with the Acton town nurses, were able to bring the Impact (computerized neurocognitive assessment tool) test to AB; testing was provided for well over four hundred and twenty 9th-grade students. Impact is a tool to help healthcare providers evaluate and manage a suspected concussion.

Statistics: During the 2016-17 school year, our nurses logged just over 50,000 visits to the health offices, identifying and supporting 1,355 students with special health care needs.

The number of students with at least one visit to the health offices (excluding mandated screenings) was 4,641. Overall, our registered nurses are noting an increasing trend in assessing and treating students with anxiety, depression, ADHD and autism.

In addition, school nurses provided support by organizing and staffing flu clinics for staff and community members and obtained free Epipens through a grant program (kept on- hand in our schools and administered in the case of anaphylactic reaction). Our nurse leaders co-chaired the Superintendent's Wellness Committee, which resulted in a report on the topic of School Culture and Climate and updates to the district's School Wellness Policy and Procedures.

English Language Education Program

The English Language Education Program (ELE) continues to address the ever-growing number of students requiring support from the ELE program (currently nearly 270).

We addressed Massachusetts Department of Elementary and Secondary Education (DESE) Rethinking Equity and Teaching for English Language Learners (RETELL) requirements for teachers and school administrators. ABRSD hosted two Sheltered English Instruction (SEI) courses for teachers; as a result, we trained approximately fifty teachers in strategies to support English learners. Our ELE team presented to staff across the district to educate them about the RETELL Initiative and requirements for the endorsement related to teacher licensure renewal. Additionally, our administrators began training during the 2015-16 school year in a required SEI course for school administrators. This year, our ELE staff also began an English Language Education curriculum, as mandated by DESE.

Because of its moderate incidence rate of students requiring ELE support, ABRSD continued to receive federal grant funding under Title III. This grant supplements programming for students who are English learners, as well as supports parent engagement and professional learning. Through this grant, we offered an English as a Second Language (ESL) beginner class to parents at the Acton Library during school hours. Our Title III grant also provided summer school programs for over 70 students for the third summer in a row, expanding to include three classes and to allow incoming first-grade students to attend. Our ELE Department hosted a Community Resource Fair in March for our families, with support from our PTOs and other community participants. The Title III grant also funded data management software, ELLevation™, to help manage our ELE program compliance and notification requirements.

Conclusion

During the 2016-17 school year, the ABRSD Student Services Department supported district students, staff, and families with specialized services, professional learning opportunities, regulatory guidance, and more. We continued our focus on supporting health, safety, and well-being across the district.

HEALTH AND PHYSICAL EDUCATION

Physical Education at the Acton-Boxborough Regional High School is an integral part of the education process. Physical and Health Education are graduation requirements, meeting the Massachusetts Department of Elementary and Secondary Education state requirements and following the National Standards for Physical and Health Education curriculum. Fitness for Living is our Grade 9 integrated Health and Physical Education course. The goal of this wellness education program is for students to learn about and develop accurate information about health and fitness. They will learn about and discuss risk prevention topics, such as Stress Management, Teen Dating Violence, Sports Health, Decision Making, CPR and First Aid, Substance Abuse, Media Literacy, Cardiovascular Fitness, and Nutrition. Students in grades 10-12 are instructed in a variety of physical education and movement activities. These activities are designed to develop emotional well- being, strength of character, sensitivity to the differences of others, as well as a sense of citizenship, self-worth, and identity. Students have the opportunity to participate in team games, group fitness, and cooperative activities. Some examples of the sports and activities include archery, aerobics, body bar and step aerobics, badminton, flag football, Frisbee, dancing, disc golf, soccer, speedball, tennis, softball, volleyball, fitness center, mixed games, water aerobics, Pilates, and Yoga. Once a year, the ABRHS Physical and Health Education Department organizes a Health and Fitness Day, which is dedicated to encouraging more physical fitness and involves the whole high school community. Students and staff members “get up and move” by walking around the track, Zumba, and playing games of Frisbee.

The Junior High Physical Education experience complements the total educational development that students follow during their two years at RJG. Students follow a curriculum that guides them through a host of experiences centered on developing a healthy lifestyle. Skills and activities are introduced through progressions, and each unit builds upon previously learned skills. Students experience a wide variety of life-long activities that they can carry with them the rest of their lives; these include tennis, basketball, floor hockey, and volleyball. The RJ Grey Junior High welcomed a new Physical Education staff member this year.

Health Education at RJG promotes the resiliency of its adolescent students. Health educators facilitate lessons that encourage positive decision-making with regard to mental, physical, and social health. Students are challenged to examine the short-term and long- term effects of health-related decisions. The ultimate goal is for adolescents to act independently in promoting their own health, seek resources when necessary, and contribute to public health issues.

At the elementary schools, Physical Education is a meaningful experience for students, who are exposed to a wide variety of exercises, games, skills, rules for sports, and some adventure challenges. The Elementary Physical Education Department follows our State and National Guidelines for curriculum. Following state mandates, two assessments were added to the curriculum. All 2nd-grade students are tracked on their ability to self-turn a jump rope throughout the year. In addition, all 4th-grade students are assessed on their skill of overhand throwing. All six elementary schools hosted “Back to School Physical Education Nights.” These were family events where parents and students came to the gyms at night to experience a typical day in physical education. It was fun and exciting to see parents playing alongside students.

PERFORMING ARTS

At the Acton-Boxborough Regional High School, the band, chorus and (new in 2016-2017) orchestra programs continued to flourish as they performed in and around our community, and elsewhere. It was so exciting to see the rebirth of a string program in our school. The orchestra has gotten off to an excellent start and numbers are showing strong growth across the board. In addition to marching in our own Acton Memorial Day Parade, the band marched in a number of parades outside of our community, including the Marlborough Labor Day Parade, the Boston Columbus Day Parade, and the Quincy Christmas Parade (where they took 1st place). The band performed with a guest conductor and composer, Mr. Daniel Lutz, Director of University Bands at University of Massachusetts at Lowell, at their spring concert. Our Chamber Choir was selected to perform at the MMEA Music Educators All-State Convention. The choral department put on an outstanding talent show, traditionally known as “Cabaret.” Twelve of our student musicians from band, chorus, and orchestra were selected to perform at the MMEA Eastern District Festival held in January;

seven of them earned All-State recommendations. Our Madrigal Singers put on a Madrigal Dinner for the community at which they performed a renaissance-style dinner theater. [See the High School entry for information about Proscenium Circus.]

At the R. J. Grey Junior High School, the eighth-grade band and chorus each participated in the Great East Music Festival, held at West Springfield High School in May. They each earned a Platinum Medal for their outstanding performances (highest ratings). The JHS musical, "Once Upon A Mattress," had a terrific run of performances with a huge cast of approximately eighty students involved. Fifteen students were selected to perform in the concert band, orchestra or chorus at the MMEA Eastern Junior District Music Festival held in March. The seventh- and eighth-grade band marched in the Boxborough Memorial Day Parade.

At the elementary schools, the Beginning and Advanced Bands performed very well in their Winter and Spring Concerts. The bands also performed at each school's Memorial Day assembly, along with songs and poems performed by individual classes. The choruses sang in a Pan Choral Concert with members of the junior high and high school choruses. The combined Acton Elementary School Bands marched in the Acton Memorial Day Parade, while the Blanchard Memorial Elementary School Band marched in the Boxborough Memorial Day Parade. A very special honor was earned by the Blanchard Band as they received a Gold Medal for their outstanding performance at the MICCA concert festival.

VISUAL ARTS

Throughout the school year, student efforts and accomplishments in the Visual Arts program were exhibited in each of the eight schools and the High School Administrative Conference Room, as well as off-site venues. Student artwork appeared in various school newsletters.

Acton-Boxborough students continue to garner awards in the annual Boston Globe Scholastics Art Awards competition. This year students received four Gold Key awards, 13 Silver Key awards, and 13 Honorable Mention awards for their artwork. Gold Key winners

were honored at ceremonies at the Museum of Fine Arts, Boston, and their winning work was sent to New York for the national judging.

Visual Arts students had the opportunity to participate in a variety of art shows during the school year. High school Portfolio students presented their work at the annual "Eclections" exhibit held at the Acton Memorial Library. Photography student work was included in a show of Massachusetts High School Student Photographs at the State Transportation Building in Boston. Acton-Boxborough Portfolio Class students also participated in a seventh year of an interdisciplinary unit of study between the English and Visual Arts Departments. Collaboration included multi-grade levels of students in English and Visual Arts classes working together and connecting with the community-based Robert Creeley Foundation. Portfolio students created broadside designs to accompany 2017 Creeley Foundation Award Winning Poet Marie Howe's work. One student's artwork was chosen for the broadside design, which was printed in a limited edition and is available for purchase to benefit the Foundation.
The eighth-grade art teacher at RJ Grey continued the tradition of the "Rotunda Project." This project involves all sections of Art 2 students creating artwork that is displayed in the rotunda in the main entrance area of the school. This installation changes yearly.

For several years the seventh-grade art teacher at RJ Grey has organized an "Empty Bowls" project where grade 7 students create hand-built ceramic bowls that are used and sold during an ice cream social held at the school. The proceeds from the sale of these bowls are donated to the Acton Community Supper and Acton Food Pantry. In December, the high school art teachers organized a sale of student-created "wearable" artwork, the proceeds of which supported the Acton Food Pantry.

In December, ABRHS students held an art sale to benefit the Acton Food Pantry and raised $270. In May 11 student photographers created work for the exhibit, Still Standing: The Barn of Acton. The exhibit was a collaborative project with the Acton Historical Society. The show was installed at the Hosmer House throughout the month of May.

During March and April, Acton-Boxborough student artwork was exhibited in Youth Art Month Shows at the State Transportation Building in Boston and the Worcester Art Museum. "Students Make Their Mark," an exhibit of representative student artwork from each of the eight schools, was on display at the Acton Senior Center during the month of February. The work of 42 students was included in this K-12 exhibit. The K-12 exhibit, "Places," was held at the Sargent Memorial Library and included the artwork of 47 students, representing all eight schools in the district.

The art and music teachers at McCarthy-Towne continued to work collaboratively to offer a monthly

experiential workshop for students, highlighting the integral connections between art and music. Concepts such as rhythm, shape, composition, and pattern were explored through movement, storytelling, painting and sculpture.

In May, the K-12 Visual Arts staff participated in a Professional Learning workshop at the Old Frog Pond Farm sculpture park. The K-12 art teachers worked collaboratively to create sculptural installations and took the first steps towards developing an event for students at the farm.

The art teacher at Gates worked with a local artist who visited the school to share his sculptural work and career as an artist. The art teacher also organized a school-wide exhibition of student artwork in the spring for the school community and parents.

The Conant art teacher served on the Massachusetts Art Education Board as MAEA President-elect, conference committee chair, and editor of the MAEA News. She also put together and hosted her first school-wide art show in collaboration with the Conant music teacher in June. The Conant Arts Night is now an annual event.

The Visual Arts Director served on the Massachusetts Art Education Board as Administration and Supervision Director. She also served on a national Ad Hoc committee of six members for the National Art Education Association, developing a proposal for a national art competition for high school students.

Diana Woodruff, K-12 Visual Arts Director, retired at the end of the 2016-17 school year.

EDUCATIONAL TECHNOLOGY

It is important to recognize the completion of the district's current technology plan and to begin the process toward the creation of a new one. With the district's recent launch of the new Long Range Strategic Plan (http://www.abschools.org/district/mission-and-values), the timing has never been better to move forward with the creation of a brand new three-year technology plan.

Previous Educational Technology Plans for Acton-Boxborough and Acton Public Schools focused on building the foundation and infrastructure needed to support a teaching and learning environment in which all students could use technology to enhance their learning in meaningful ways. Over the course of the last five years, much work has been done to add reliable, service-driven technology to our infrastructure and to support the growing needs of education in the 21st century. In order to meet the technology needs of all members of our learning community, the Educational Technology (EDTech) team must combine their support in infrastructure, data management, multimedia and desktop support services with on-site technology integration and instruction.

Over the course of the 2016-17 school year, much work was done to begin the process of creating a new technology plan (to be completed 2017-2018) that will act as the blueprint for identifying the strategies needed to support our schools and administrative offices and provide the vision to help shape the district's success in education for the future. The district established the *Technology Planning Committee*, which was comprised of constituents from across the learning community, including teachers, administrators, parents, students, and staff members. The larger group was also divided into the five following subcommittees.

Learning Subcommittee

The charge of this subcommittee was to set a vision and plan for learning enabled by technology through building on the work of leading education researchers, higher education leaders, nonprofit educational organizations, and ABRSD staff. This group focused on using technology to transform learning experiences with the goal of providing greater equity and

accessibility for all students. Areas addressed through the work of this subcommittee included:

- Evaluate and propose emerging technology trends that engage and empower learning for both general and special education classrooms PreK-12.
- Evaluate, propose, and identify common learning spaces that promote collaborative exploration, creativity, critical thinking skills, and student-centered experiences for all students.
- Identify technology-enabled learning opportunities that build upon or expand our current curriculum programs, supports, and interventions.
- Modify the existing AB digital literacy standards to align with the new MA Digital Literacy and Computer Science Frameworks, Common Sense Media digital citizenship standards, and ISTE standards. Define building-based strategies for outreach and communication.

Teaching & Professional Learning Subcommittee

The charge of this subcommittee was to examine our current instructional technology- learning environment and begin planning for the future. The group looked

to identify emerging learning technologies that provide more access to curriculum content and explore how these tools impact teacher instruction. This group also looked at the current technology skills of our teachers to determine what is needed by educators to succeed in the 21st century classroom. The group identified professional learning opportunities that meet these needs. Other areas addressed through the work of this subcommittee included:

- Identify professional learning needs that support technology integration and are based on the current International Society for Technology in Education and National Educational Technology Standards for Teachers.
- Distinguish instructional strategies that help to promote personalized, student-centered learning.

Leadership/Culture Subcommittee

The charge of this subcommittee was to examine our learning community's current relationship with technology and to develop an action plan for creating a culture that accepts and embraces technology. This group worked with building leadership to better understand how technology can support the unique educational philosophies of our six elementary schools and meet the unique needs of our secondary school students. Other areas addressed through the work of this subcommittee included:

- Create a shared vision for how technology can best meet the needs of all members of our learning community and develop a plan that translates the vision into action.
- Align technology plan with district's new Long Range Strategic Plan.
- Define methods for annual evaluation of technology plan.

Productivity Subcommittee

This subcommittee was charged to focus on "the business of learning" and operational technology. Namely, this group evaluated how technology currently impacts our administrative and service-driven departments (HR, Finance, Food Services, Facilities,

Transportation, Community Education) and will continue to provide recommendations for new technologies that can improve productivity and provide cost-savings.

Embedded in this category:

- Identify data silos within current departments and create an action plan that merges databases together.

- Identify and reduce inter-departmental redundancies that impact efficiency and accuracy.

Infrastructure Subcommittee

This subcommittee focused on the service-driven aspects of the Educational Technology Department. It was charged with building a long-term maintenance plan for our current infrastructure and on staffing to support both administrative and instructional needs.

- Provide a comparable study of nearby school districts' technology staffing levels in operational and instructional technology and identify areas of need.
- Provide five-year purchasing plan that maintains a robust, reliable, scalable, and flexible infrastructure.
- Clarify technology purchasing across all schools and departments.

The work completed by the committee over the course of the 2016-17 school year and the data that was collected from surveys, staff meetings, and student advisory councils are being used to complete the new technology plan that will be unveiled in the 2017-2018 school year. The district looks forward to sharing it with the public upon its completion.

COMMUNITY EDUCATION

The Community Education office is located in the Administration Building, 15 Charter Road, Acton. Its staff organizes, staffs, and directs the following programs and activities:

Day and Evening Classes: During the 2016-2017 school year Community Ed. offered approximately 1,500 classes and activities for children, teens and adults. Info about all our programs can be found on the Community Ed. website: http://abce.abschools.org and in INTERACTION, the course catalog that is mailed four times a year to over 21,000 area homes. During 2016-2017, over 13,000 students enrolled in classes.

Extended Day: To meet the needs of working families in the Acton and Boxborough communities, Community Ed. offers high quality before- and after-school care to children in grades K-6 at three sites: the Administration Building, the Conant School, and the Gates School. In 2016-2017, over 250 children attended Extended Day. Our programs offer them the opportunity to play, explore, create, and make friends in a safe, stimulating environment. We also provide enrichment activities through mini-classes, special events and homework tutoring to complement classroom learning. These programs are self- sustaining, funded entirely by the tuition and fees.

Private Music Lessons: Community Ed. offers private music lessons for both children and adults. During 2016-2017, fifteen professional music instructors provided lessons to close to 200 students.

Summer Day Program: Located at the Administration Building, this program offered weeklong sessions to 80+ children per week in grades K-6. Activities include: Arts and Crafts, Music and Drama, Cooperative Games, Red Cross Swim Lessons, Free Swim, and Special Events.

Vacation Week Programs: During February and April school vacations and on some of the district's "no school" days (e.g. Election Day, Veterans Day), Community Ed. ran childcare programs that provided unique enrichment activities, free swim at the high school pool, and all sorts of fun and games.

Youth Winter Basketball League: Over a 12-week period, more than 700 boys and girls in grades 3-12 participated in weekly practices and league play. The league is staffed by more than 150 volunteer coaches and league directors and over sixty paid student and adult referees.

Driver Education: Community Ed. runs a Registry-approved driving school, offering classroom instruction and on-road training to 300+ students annually. Our program partners with the RMV to offer weekend license tests.

Pool Programs: Throughout each year, Community Ed. runs a wide variety of classes and activities at the ABRHS pool. These include year-round children's swim lessons, youth swim teams year-round, master's competitive swimming, morning and evening lap swim, adult swim lessons, water walking and exercise classes, lifeguarding classes, and open swim. Staffing is provided by a combination of adult instructors and 30+ students.

Fitness Center: Community Ed. sponsors public hours at the ABRHS Fitness Center that are led by a team of volunteers. During the school year, community hours are open on Monday, Wednesday and Thursday evenings, as well as Saturday mornings. During the summer, hours shift to weeknights only.

Scheduling Use of School Fields: Little League, Softball, Pop Warner, Youth Lacrosse, and Youth Soccer, as well as individuals, businesses, and community organizations, receive permits for school field use through Community Ed.

Scheduling Use of School Buildings: Use of the eight school buildings outside of school hours is scheduled through Community Ed. The buildings are heavily used by the community, with hundreds of reservations booked each year.

Snack Shack at Lower Fields: Community Ed. operates the snack shack at the bathrooms/concessions facility at the Lower Fields. It provides a great first job opportunity for about 12-15 high school students each year.

Community Education receives no funding from the school district or towns and runs all programs on a self-sustaining basis. Monies are returned to the district to use for space and equipment. For more information about Community Education and the programs that it offers, call (978) 266-2525 or visit our website, www.abce/abschools.org.

FACILITIES AND TRANSPORTATION

The School District Master Plan and the development of a potential building project continued as a major focus for the Facilities Department in FY2017. The District Master Plan Review Committee (DMPRC) was formed to solicit feedback about seven possible options for a Master Plan going forward. Twelve public forums (and an online forum via Acton TV) were held to share information and gather community opinion about the pros and cons of each option. Feedback consistently identified 2-3 preferred options with some suggestions for modifications.

In February, 2017, the Massachusetts School Building Authority (MSBA) approved the district's application for state reimbursement support for a potential building project. Only 17 projects were accepted out of 87 proposals, and this approval will result in a significant reduction in costs for the Acton and Boxborough communities.

In June, 2017, the DMPRC made a recommendation to the School Committee for a twin school with two possible grade configuration options. A study by Dore & Whittier Management Partners identified the Gates property as the most feasible location. A Building Committee was formed in line with the MSBA requirements and began to review funding options for the feasibility phase of the project in preparation for the Special Town Meeting anticipated in December 2017.

Energy efficiency and conservation continue as high priorities for the district with excellent results. Electricity use for FY2017 is down 37% below the 2009 benchmark. Natural gas use for FY2017 is down 27% below the 2009 benchmark (weather-normalized). These efficiencies yield significant cost savings, a reduced carbon footprint, and excellent opportunities for student learning and engagement.

The district was awarded $245,000 for energy efficiency projects via Green Communities grant funding in June, 2017, and has received more than $1 million in total through this program via grant funding and utility incentives over the past seven years. The projects funded with this most recent round include LED lighting upgrades in several areas (library and cafeteria at the high school, twenty classrooms in the Parker Damon Building, and hallways at the junior high school).
The district has been awarded $1,250,000 from the Commonwealth (in partnership with EnerNOC) for a 2MW/4MWH energy storage battery array to be installed on the central campus. This storage array will generate cost savings for the district by shaving peak demand in electricity use.

The district has deepened its commitment to renewable energy, including stipulating 80% renewable sourcing in its electricity contract. The district has also contracted to receive net metering credit payments for a 400 kW solar parking lot canopy under construction in a nearby town. The three solar arrays on school roofs (totaling 280 kW) generate 6% of the district's electricity use.

As a result of conservation, efficiency and renewable sourcing, the district has eliminated most of its use of fossil fuel-based electricity (an 85% reduction from the FY2009 benchmark) while also cutting energy costs substantially.

A Sustainability Policy was approved by the School Committee in June, 2017 (available via the ABRSD website). In alignment with this policy, the district will move forward with introducing compostable trays for school lunches in place of styrofoam.

Compostables and recyclables are captured in several school cafeterias (and all kitchens) with the support of students coaching their peers on how to sort their stuff. This shift generates cost savings and a dramatic reduction in solid waste as compostables and recyclables make up 80% of the waste stream from the cafeterias & kitchens. In addition, single stream recycling is in place in all offices and classrooms with support from student recycling teams.

Student Green Teams are active in our schools, helping to promote energy conservation and/or recycling and composting with support from the Energy Manager. This provides a hands-on opportunity for students to participate in building a culture of conservation in our schools, yielding a more sustainable footprint for the district and meaningful avenues for student engagement, in addition to cost savings.

IN CONCLUSION

Educating the children of Acton and Boxborough is a responsibility that the School Committee, administration, faculty and staff of the AB schools take very seriously. We thank the community for its continued strong support of our students, both financially and otherwise, in the endeavor of providing them with the best education possible. The School Committee also recognizes the significant contribution of our parents and guardians in many different ways that make our district special and unique.

Finally, we recognize that our staff is the backbone of our school district. AB is fortunate to have dedicated administrators, faculty and staff who work hard every day on behalf of the children they serve.

Thank you all.

William H. McAlduff, Jr.
Interim Superintendent of Schools On Behalf of the School Committee
January 2018

Acton-Boxborough Regional Schools
FY'17 Grant Awards

Grant #	FY'15 ABSRD Grants	Award Amount
140	Title II Part A Teacher Quality	$61,914
180	Title III	$31,143
240	SPED Entitlement IDEA	$1,201,508
262	Early Childhood/SPED	$24,005
274	SPED Program Improvement	$45,904
298	Early Childhood SPED Program Improvement	$8,000
305	Title I	$167,855
632	Academic Support	$4,488
	Essential School Health Services	$69,700
	Total	$1,614,517

Funding Period: September 2014 - August 2015

Acton-Boxborough Regional School District
Students, Staff Class Size
2016-17

Grade	**14-15**	**15-16**	**Project 16-17**
Preschool	59	56	55
K	320	299	286
1	347	357	323
2	367	372	368
3	395	393	390
4	440	405	399
5	440	443	410
6	436	453	453
O.D.SPED K-6	28	25	22
Total	2832	2803	2706
"School Choice"/ tuition students included >	51	50	48
7	428	445	458
8	479	443	455
O.D.SPED 7-8	17	10	16
Totals	924	898	929
"School Choice"/ tuition students included >	12	11	8
9	457	489	440
10	479	457	493
11	486	483	461
12	483	480	476
O.D.SPED 9-12	50	56	58
Totals	1955	1965	1928
"School Choice"/ tuition students included >	32	32	31
TOTALS	**5711**	**5666**	**5563**

Acton-Boxborough Regional School District
FY'17 Revised Budget bs Actual Expense Summary by Character Code

	FY17 Revised Budget	FY17 Actual Expenses + Enc	FY17 Available Budget
Salaries, Teaching - 01	$33,992,708	$33,752,551	$240,157
Salaries, Principals - 02	$2,237,321	$2,254,377	-$17,056
Salaries, Central Administration - 03	$1,187,267	$1,216,510	-$29,243
Salaries, Support Staff - 04	$9,319,200	$9,124,786	$194,414
Salaries, Athletics - 05	$520,850	$506,230	$14,620
Salaries, Buildings - 06	$732,102	$741,109	-$9,007
Salaries, Custodial - 07	$1,501,995	$1,502,839	-$844
Salaries, Home Instruction - 08	$8,500	$2,631	$5,869
Salaries, Miscellaneous Pupil Services - 09	$1,575,266	$1,465,165	$110,101
Salaries, Subs Miscellaneous - 11	$66,691	$81,705	-$15,014
Salaries, Subs Instructional - 12	$671,642	$651,697	$19,945
Salaries, Overtime - 13	$232,855	$226,583	$6,272
Stipends, Curriculum/Instruction - 14	$166,000	$129,909	$36,091
Fringe, Course Reimbursement - 15	$56,000	$45,424	$10,577
Fringe, Health Insurance - 16	$8,623,581	$8,300,141	$323,440
Fringe, Health Insurance, Retiree - 17	$968,996	$849,365	$119,631
Fringe, Life/Disability Insurance - 18	$40,900	$35,030	$5,870
Fringe, Unemployment Insurance - 19	$40,000	$37,233	$2,767
Fringe, Workers Compensation - 20	$295,000	$451,026	-$156,026
Fringe, Middlesex County Retirement System - 21	$2,086,065	$2,086,065	$0
Fringe, Medicare - 22	$825,000	$815,978	$9,022
Contributions, OPEB Trust Fund - 23	$800,000	$800,000	$0
Instruction Supplies - 24	$1,057,992	$1,152,624	-$94,632
Instruction Textbooks - 25	$280,570	$237,261	$43,309
Instructional, Library - 26	$59,678	$52,446	$7,232
Other, Capital Outlay - 27	$527,059	$1,163,259	-$636,200
Other, Debt Service - 29	$1,934,218	$1,934,218	$1
Other, Property/Casualty - 30	$177,424	$116,635	$60,789
Other, Maint Buildings/Grounds - 31	$732,745	$942,255	-$209,510
Other, Maintenance Equipment - 32	$119,604	$46,172	$73,432
Other, Legal Service - 34	$181,350	$219,991	-$38,641
Other, Admin Supplies - 35	$917,978	$902,095	$15,883
Other, Athletic Supplies - 36	$67,491	$59,888	$7,603
Other, Custodial Supplies - 37	$157,984	$124,880	$33,104
Other, Spec Ed Transportation - 38	$1,826,934	$1,650,537	$176,397
Other, Student Transportation - 39	$880,393	$764,856	$115,537
Other, Travel, Conferences - 40	$121,934	$128,753	-$6,819
Other, Spec Ed Tuition - 41	$5,283,278	$5,420,204	-$136,926
Other, Utilities - 42	$1,825,133	$1,460,269	$364,864
Other, Telephone - 43	$108,151	$63,751	$44,400
Other, Sewer - 44	$287,191	$277,576	$9,615
Assessments - 48	$576,658	$431,353	$145,305
Other, - 49	$1,500	-$52	$1,552
GRAND TOTAL	**$83,073,204**	**$82,225,323**	**$847,881**

MINUTEMAN HIGH SCHOOL

Minuteman Breaks Ground for New School

On June 14, 2017, state and local officials joined the Minuteman School Committee, School Building Committee and hundreds of Minuteman faculty, staff, and students for a ceremonial groundbreaking for the construction of the new high school. The new school is expected to be completed by start of school in the fall of 2019.

"An investment in education pays the best interest," Jack McCarthy, Executive Director of the Massachusetts School Building Authority (MSBA), told the gathering. The MSBA is investing more than $44 million in the project.

Speaking on behalf of the area's legislative delegation, Rep. Jay Kaufman (D-Lexington) applauded the project and noted Minuteman's importance to students and to the region's economy. He also remembered the late Sen. Kenneth Donnelly (D-Arlington) as a big supporter of vocational-technical education and Minuteman High School.

Nothing about the Minuteman project has been easy. To secure project approval, the District needed to revise its governance structure and membership, scale back student enrollment, and change state regulations so non-members contribute to capital costs. The District was also forced to hold a district-wide election to secure final approval for bonding.

"This project nearly failed several times," said School Committee chair Jeffrey Stulin of Needham. Speaking directly to Minuteman students, Mr. Stulin urged them to take on important projects, be persistent, put their passion into it, and have the courage to accept that they might fail.

In his remarks, Superintendent Dr. Edward Bouquillon urged state officials not to tinker with the existing model for career vocational-technical education. "Now is not the time to shave off the best aspects of CVTE and try to graft it onto a traditional high school schedule," he said. "All that will do is weaken our system in Massachusetts."

Guests included a host of town managers and selectmen, educational leaders, officials from the Massachusetts Association of Vocational Administrators (MAVA) and the Massachusetts Association of School Superintendents (MASS), and members of Minuteman's program advisory committees.

Minuteman Sells Bonds for New School

In September, the Minuteman School Committee approved the sale of $36 million in general obligation bonds for the construction of a new high school. The vote to issue the bonds was 10-0.
Eight financial institutions competed to purchase the bonds. The low bid was submitted by Bank of America Merrill Lynch with a true interest cost of just over 3.09%. The high bid was just over 3.43%.
The District offered the bids after receiving a credit rating of "AA" from S&P Global Ratings.

Minuteman Secures Second Major State Grant for Advanced Manufacturing

In March of 2017, Minuteman secured a second major competitive grant to launch its new Advanced Manufacturing & Metal Fabrication program. The new program will train high school students and adults for high-wage, high-demand jobs in the field of advanced manufacturing. The $495,000 grant was announced by Governor Charles Baker during ceremonies at Greater Lowell Technical High School. The previous year, Minuteman received a $500,000 grant.

Workforce Board Supports Minuteman Girls in STEM Program

Minuteman High School and Partnerships for a Skilled Workforce, Inc. joined forces to expand opportunities for young high school women seeking careers in science, technology, engineering and math (STEM). With the help of a $14,500 state grant, Partnerships for a Skilled Workforce assisted in funding a series of activities for Minuteman's award-winning Girls in STEM program.

District Adopts Smaller Budget

For the second year in a row, the Minuteman School Committee adopted a budget that is smaller than the previous one. On January 31, the School Committee voted to adopt a budget of $19,449,466. That's $278,631 – or 1.41% -- smaller than the FY 2017 budget.

Minuteman Students Earn Gold Medals at National Competition

Six students from Minuteman earned medals at a national competition. The SkillsUSA National Leadership and Skills Conference was held June 19-23, 2017, in Louisville, Kentucky. SkillsUSA is a national organization that allows students in career and technical education to compete in a host of rigorous technical and leadership competitions.

The medalists were Sean Datar of Acton, who earned a gold medal in Related Technical Math, Erin Noel of Medford, who earned a gold medal in Employment Application Process, and Collin Kelly of Sudbury and Brian Courtney, Jr. of West Roxbury, who earned gold medals in the Community Action Project. Adam Powell and Ethan Francis-Wright, both of Arlington, earned bronze in Web Design.

State Commends Minuteman for MCAS Performance

In October of 2017, the Massachusetts Department of Elementary and Secondary Education (DESE) commended Minuteman High School for its 2017 MCAS scores.

The school was one of only seven schools in the Commonwealth to be singled out for high achievement, making strong progress, or narrowing proficiency gaps.

Minuteman enjoys a Level 1 Accountability Rating for its students' MCAS performance. Each year, DESE rates all schools and school districts in Massachusetts from Level 1 to Level 5, with Level 1 being the best.

Minuteman Recognizes Outstanding Students

Two seniors earned recognition for exemplary character, leadership and scholastic excellence.

Davis Kahmann of Arlington, an engineering major, was selected as the school's Outstanding Vocational-Technical Student of 2017. Along with other distinguished student honorees from vocational-technical high schools and programs across the Commonwealth, he was honored at an awards ceremony at Mechanics Hall in Worcester on April 13.

Sean Datar of Acton was Minuteman's 2017 nominee for the Walter J. Markham Award. This honor is sponsored by the Massachusetts Association of Vocational Administrators and the Massachusetts Vocational Association. Walter Markham was a pioneer in vocational-technical education in Massachusetts.

Minuteman Students Win Logo Design Contests

Melanie Hennessey was the winner of a logo design contest sponsored by the Battlegreen Run Foundation. Battlegreen Run is a non-profit foundation that organizes an annual road race in Lexington to fund worthy local charities. Ms. Hennessey, majoring in Design & Visual Communications at Minuteman, is a graduate of the Dover-Sherborn Middle School.

John "Jack" Ross, a Minuteman student from Arlington, was the winner of a logo design contest sponsored by the Minuteman Futures Foundation, Inc. The Minuteman Futures Foundation is a private, non-profit organization that raises funds to support students and programs at Minuteman High School. Christopher Bateman, managing partner of the Lexx Restaurant in Lexington, serves as the Foundation's president.

Minuteman Students Get Laptops

Freshmen at Minuteman High School are now armed with digital learning devices because of a new initiative called "mPower—Empower Our Revolution." In early March of 2017, all ninth-graders received a laptop as part of Minuteman's one-to-one program. Under the program, each student is given an electronic device, in this case, an HP Probook x360. Students are able to use the devices in school and take them home at night.

Minuteman Featured in Nationally-Broadcast TV Documentary

Minuteman High School was one of three vocational technical high schools in Massachusetts featured on "Job Centered Learning," a PBS television documentary about career and technical education. The documentary by award-winning filmmaker Bob Gliner first aired in October of 2017.

Minuteman School Committee Elects New Officers

As of July 2017, the Minuteman District includes ten member towns: Acton, Arlington, Belmont, Bolton, Concord, Dover, Lancaster, Lexington, Needham, and Stow. The newly-reconstituted District elected a new School Committee leadership team at the first meeting of the new ten-member Committee.

Members elected David Horton of Lexington as its new chair, Sue Sheffler of Arlington as its new vice-chair, and Pam Nourse of Acton as its new secretary.

Mr. Horton succeeds Jeffrey Stulin of Needham, who successfully led the School Committee from the start of planning for a new school to its groundbreaking. Mr. Horton, who formerly served as the committee's secretary, is a retired school administrator.

In addition to the three officers and Mr. Stulin, members of the School Committee include Jim Gammill of

Belmont, David O'Connor of Bolton, Carolyn "Carrie" Flood of Concord, Ford Spalding of Dover, Jennifer Leone of Lancaster, and Alice DeLuca of Stow.

Comprised of volunteers appointed by each of the member communities, the School Committee approves the district budget, hires the superintendent, and sets policy for the district.

School Committee Member Receives State Award

Ford Spalding of Dover, a Minuteman School Committee member who helped lead the fight for construction of the new Minuteman High School, received a prestigious award from the Massachusetts Association of School Committees (MASC). MASC selected Mr. Spalding to receive the MASC's Division VIII All-State School Committee 2017 award. Division VIII includes more than 80 school districts in Massachusetts with state-approved (Chapter 74) vocational technical education programs.

"We're very happy that Ford is being recognized for his hard work and we're grateful for everything he's done to support vocational technical education and the students at Minuteman High School," said Dr. Edward Bouquillon, the school's Superintendent. "In both good times and bad, he's been there, fighting alongside us. He and I always agree on one thing: the kids come first."

The award was presented to Mr. Spalding at the MASC Leadership Awards Dinner in Hyannis on November 3.

Mr. Spalding serves as a member of the Minuteman School Committee representing the Town of Dover He also serves as chair of the Minuteman School Building Committee, the group overseeing construction of the new $144.9 million Minuteman High School. Previously, he chaired the Campaign for Minuteman's Future, a group of volunteers that helped win a district-wide referendum for construction of the new school.

ACTON MEMORIAL LIBRARY

Acton Memorial Library remained a center of activity in 2017. Over 330 library programs were offered and over 7,500 people enjoyed them. Meeting room use increased 6.0% to 1017, an all-time high. There were 28 days when more than 1,000 people came to the library. The number of people subscribing to email notifications of library events rose over 17% to 2,449.

CHANGES AND HIGHLIGHTS

After a long preparation, library users began checking materials out using RFID in September. The system allows up to three items to be checked in or out at once. A second self-check-out station was added to the circulation desk and the library implemented registration for cards at offsite events such as the Farmer's Market.

Richard Nylander donated over fifty works of Arthur Davis in memory of his parents, Donald and Barbara Nylander. The artwork includes etchings, pen and ink and pencil drawings, and a small watercolor. The library trustees submitted a Community Preservation Act grant application to clean, preserve, and prepare the works for exhibit.

To enable residents to view the solar eclipse safely, the library bought 200 pairs of eclipse glasses for distribution and posted information on safe viewing on its website. Over 50 people either came into the library to watch part of the live-stream or borrow safety goggles to view the event outside.

People borrowed safety glasses to view the solar eclipse on August 21.

The Study Room Policy was revised to allow people to reserve a space up to a week in advance. A small collection of highly popular titles in Blu-Ray DVD format was added to the collection. Online access to the New York Times and an online driver education service joined the library's electronic resources; the latter includes practice tests based on the Massachusetts Registry of Motor vehicles materials, including car, motorcycle and CDL (commercial driver's license) practice tests. Three long-awaited 15 minute parking spaces were created to improve access for users making quick trips to the library and an outside bulletin board added near the return slot provided people with another way to find out about library activities after-hours. The Large Print collection was relocated to a more visible and better

lighted area. The library began offering notary public service by appointment in September and by the end of the year, 57 people had made use of the service. Two birding kits and a microscope kit were added to the circulating collection. The birding kits include binocular with case, materials on bird identification and a guide to Acton conservation lands. The microscope kit includes an AmScope microscope with 20x and 40x magnification settings and top and bottom LED lights, an instruction manual, and 25 prepared slides. Sound absorbing fabric was added to the dome at the top of the stairs.

The Board of Trustees formed a Long Range Plan Committee to update the present document and a Library Director Search Committee to identify possible successors to Marcia Rich, who's retiring in summer 2018.

Programs and classes on technology included introductions to Twitter, Google Calendar, Gmail, Craigslist, and Facebook; using Microsoft Word, Excel, PowerPoint; and Publisher, and using devices and programs effectively.

Some presentations focused on library resources, such as language learning programs, Gale databases, downloading e-books, audiobooks, and music, and streaming movies, while others covered keeping computers clean and up to speed.

The ABRHS Madrigals serenaded an audience of 80 in December.

The Children's Room continued to be an active area. In addition to four story times a week through most of the year, programs included a Makerspace workshop, a Stuffed Animal Picnic, three family entertainment programs, workshops on traditional Indian and Chinese art forms, holiday-related craft workshops, pop-up book, game, and Lego afternoons, yoga programs, and a Halloween play put on by older children as part of a Spooky Story Time. Ed the Music Man presented his interactive programs regularly and the popular summer craft programs, the Friday Morning Players, and monthly Family Movie nights continued.

'Reading to a Dog' continued with Molly, a five year old Labradoodle. Molly is a therapy dog who comes from the Pets and People Foundation. Children improve their reading skills when the listener is a friendly, non-judgmental dog.

Adult program highlights included a winter film series, 'Movie Escape' and a film and performance series based on the summer reading program theme 'Build a Better World,' including live portrayals of Galileo and Eleanor Roosevelt.

There were also presentations on New England history, lore and wildlife, understanding dementia and addiction, adjusting to an empty nest, preparing for home construction or renovation, Thoreau, Dickens, edible wild plants, the Chinese tea ceremony, Gothic Victorian tales, creepy Christmas legends, workshops on luminaries, meditation, and managing stress, and a mystery writers' panel.

LIBRARY HOURS AND SERVICES

The library is a seven-day-a-week service (67 hours a week) most of the year and a six-day-a-week service during the summer (mid-June through early September.)

Monday through Thursday	9-9
Friday and Saturday	9-5
Sunday	2-5

Summer Hours: Saturdays 9-1, closed Sundays

The library is closed on state and federal holidays, Easter, and the day after Thanksgiving.

Acton Memorial Library offers a wide range of services for children and adults, many accessible from home. Online services include the ability to place requests for items, renew materials, download audiobooks, e-books, and music, stream videos, search the Minuteman catalog with Chinese, Japanese, Korean, or Russian input, pay fines or for lost materials, create personal reading lists, and reserve museum passes. Through the website, www.actonmemoriallibrary.org, users can sign up for emails of library news and events, follow the library through Facebook, Twitter, and Pinterest, access subscription databases and curated weblinks, view the Events Calendar and register for some activities, access numerous online local history resources including a Civil War website, view a monthly list of new items and numerous booklists linked to the catalog through the Bookletters service, request items through interlibrary loan, and link to the Minuteman Library Network catalog. Materials can be obtained from other libraries and staff are happy to assist users who need help with the process. Some of these services are also offered through the Minuteman Library Network Mobile App which can be downloaded to a personal mobile device.

The library offers books, newspapers, magazines, DVDs, CDs, large print materials, graphic novels, recorded books, museum passes, local history and genealogy collections, telescopes, wireless hotspots, an iPad with reference apps, and a collection of artwork by Arthur Davis. Rental DVDs are provided through the support of the Friends of the Acton Libraries. There is an extensive, Chinese language collection along with small French, Gujarati, Hindi, Korean, Portuguese, Russian, Spanish, and Tamil collections and a multi-format ESL collection. Professional reference and children's librarians are available for assistance on-site, by phone, and via email. Reserve collections for school assignments can be arranged. A limited number of state and federal tax forms are available, and the library hosts tax volunteers who help low and moderate income households prepare tax returns.

Twelve public computers are provided in the adult area, with support for international language scripts, including Russian, Chinese, Korean, and other Asian languages. Printers, photocopiers, a microfilm reader/ printer/ scanner, two scanners, a typewriter, and mobile phone chargers are available. Wireless internet access is available throughout the library.

Library users have access to small study rooms, and there is meeting space available for community groups. The Civil War Exhibit, housed in the oldest part of the building, is a unique resource for people interested in local history. The library offers a book discussion group, delivery of materials to the homebound, volunteer opportunities and the chance for non-profits to raise funds through bake sales in the lobby. Special programs include film series, speakers on a range of topics, author visits, technology classes and concerts. There are pre-registered children's story times for two year olds and under two year olds, daytime and evening drop-in story times for three to seven year olds, a monthly Family Movie Night, and extra activities during school vacation weeks. During the summer reading program, there are drop-in craft programs for children and opportunities to perform in a short play.

LIBRARY STATISTICS

Calendar Year 2017
Circulation: 539,970 (down 2.1%)
Traffic Count: 237,843 (down 1.8%)
Meeting Room Use: 1017 (up 6.0%)

Fiscal Year 2017 (July 2016-June 2017)
Acton residents with active registrations: 14,548 (down 0.5%)
Collections (total items): 263,927 (up 7.7%)
Reference questions: 16,923 (3 less than FY16)
Use of electronic collections: 112,718 (down 12.5%)
Use of public Internet computers: 18,980 (down 10.5%)
Children's programs: 255 (up 9.0%)
Children's program attendance: 6,422 (down 4.5%)
Adult programs: 79 (down 27.9%)
Adult program attendance: 1,098 (up 16.1%)
Items received from other libraries: 51,160 (down 2.3%)
Items provided to other libraries: 51,457 (down 9.9%)
Number of volunteers: 105 (up 9.4%)
Payments sent to Finance: $38,225 (down 2.8%)

COMMUNITY INTERACTION

In addition to making available meeting and bulletin board space for dozens of community and area groups, space is provided for ESOL tutoring, tutor training, student assessment, and conversational practice groups.

To help the public become more aware of its services, information on library activities appeared regularly in the Council on Aging newsletter and Municipal Quarterly as well as local papers and websites. The library had a table at the Farmer's Market in West Acton twice, a table at the December Special Town Meeting, and participated in Back to School Night at the high school and the school Community Fair on ESL resources.

The Garden Club held a multi-day standard Flower Show at the library during October. They also put up their annual Garden Club Week display in the lobby and donated arrangements for the circulation desk from late fall through early spring.

Judges consider entries during the Acton Garden Club's Flower Show in October

The Woman's Club presented a concert in April and thirteen local non-profits took advantage of the December mini-fair to fundraise and identify people interested in their activities.

A member of Girl Scout Troop 72001 staffs their bake sale table at the Holiday Mini-Fair

Programs were co-hosted with the Acton Building Dept. and the Council on Aging.

A number of school or community-based groups held bake sales in the lobby to raise funds for their organizations or had bins in the lobby to collect food, clothing or other necessities for good causes.

New teachers were given packets on library services. Information emailed to teachers raised awareness of library activities and increased program attendance. Staff participated in 'Read Aloud Day,' spoke to school classes and gave them tours, and student art was exhibited. The meeting room was reserved to provide additional study space during exams and the library stayed open two Sunday evenings in May to provide study space for students preparing for Advanced Placement exams. Classes were held at the library for parents whose primary language is not English and who have children in local schools. Reading list titles for high school students were highlighted in the Young Adult area. Library copies of junior textbook titles were reviewed and updated and they and high school textbooks were available for in-house use.

LONG RANGE PLAN FACILITIES GOAL

The Board of Trustees created a facilities subcommittee in spring 2014. The committee was charged with investigating changes to make library space more user-friendly, and looking into the space-related needs outlined in the Long Range Plan, such as a café, spaces for collaboration, enhanced areas for technology, and quiet areas.

In 2017 the subcommittee added sound dampening material to the dome at the top of the stairway, reducing the echo there, and laid the groundwork for design development, the bid process and implementation of changes on the upper floor. The project would replace the existing computer room with a study room and small conference room, create a small conference room out of the existing microfilm room, and add a wall to make the current reference study area a quiet space by minimizing noise from the reference desk and stairs. The project would be self-funded using state library aid money.

The Long Range Plan is available on the library's website at http://www.actonmemoriallibrary.org/uploads/page-body/Acton-Memorial-Library-Long-Range-Plan-FY2014-2018-web.pdf

MUSIC COMMITTEE

Trustees Miriam Lezak and Joe Glannon make up the Music Committee.

There were four concerts in 2017: Jumpin' Juba, classical pianist Clemens Teufel, the ABRHS Madrigal Singers, and the Pan Loco Steel Drum Band presented by the Acton Woman's Club. Jumpin' Juba, and Clemens Teufel were supported in part by grants from the Acton Boxborough Cultural Council.

The ABRHS Madrigals serenaded an audience of 80 in December

When concerts are held, the meeting room is available for quiet study.

The piano was given to Acton High School on its opening in 1926 by John F. "Honey Fitz" Fitzgerald and his wife Mary Josephine Hannon Fitzgerald, who was born in Acton. Their daughter Rose was the mother of President John Kennedy and Senator Edward Kennedy. After several moves and some idle years, the piano was restored through a Community Preservation Grant and placed in the library by the Board of Selectmen.

The library policy for use of the Fitzgerald Piano is available on the library's website.

ARTS COMMITTEE

The Arts Committee is charged with making arrangements for the exhibitions in the library's meeting

room, and the Solarium display case. The committee is co-chaired by artist Kay Hartung and Trustee Ann Chang.

The process of recruiting and selecting the artists starts in January when a notice of the opportunity goes out via press, email, and brochures. The deadline for submissions is March 1. A jury composed of local artists and the Arts Committee co-chairs reviews the entries and selects artists for two month solo exhibitions. This year the jury included photographer Chris Childs and artist Gwen Murphy.

Many of the artists hold opening receptions where they meet with the public and discuss their works. These receptions have been special opportunities for the community to learn about different artistic techniques.

The artists for 2017 were: Maureen O'Connor, painting, January & February; Jane Albert, painting, March: ABRHS art students, mixed media, April; Alan Strassman, photography, May & June; Gillian Haven, painting, July & August; Kimberly Stoney, collage and mixed media, September & October; Julie Angela Theresa, oil painting, November and December.

There were special exhibitions on the upper level including Cathy Taylor's second collection of luminaries that are displayed in the windows in the Turret Room and Bird Houses II, a new collection of wooden bird houses by Carl Bender.

Information on the display and exhibition procedures is on the library's website at http://www.actonmemorial library.org/events-programs/art-exhibits/artists-exhibition-opportunity. The library and community have benefitted from these exhibitions and we thank the artists for sharing their talents with the Acton community.

FRIENDS OF PINE HAWK

The library continued to be the primary venue for the Friends of Pine Hawk, which seeks to increase understanding and awareness of the archaeological and human stories behind the Native American artifacts found when the South Acton sewer treatment plant was built. Named for the site and begun in 2002, the group has offered over 100 programs for children and adults in the years since. Members include private citizens and professionals from the library, the Discovery Museums, and the Acton school district.

The library hosted eight Friends' events for State Archeology Month in October. Brent Ranalli discussed Thoreau's fascination with all things Native American. Marty Dudek focused on how archaeologists were able to reconstruct ancient activities and diet from a site found during the Big Dig Project. Craig Chartier led a children's program that included an opportunity to try flint knapping. Edward Lodi talked about his new book, *The Pequot War* and the annual book discussion group focused on *American Nations: A History of the Eleven Rival Regional Cultures of North America* by Colin Woodard. Dan Boudillion recounted the strange tales of Nashoba Hill. Professor Curtiss Hoffman evaluated hypotheses about Native American stone monument sites. Award-winning filmmaker Ted Timreck screened his work in progress about the effects of human adaptation to the North Atlantic environment over the ages.

LITERARY ARTS PROGRAM

On March 20, Robert Creeley Award winner Marie Howe read to an audience of 225 in the ABRHS auditorium. Helen Creeley Student Poetry Prize winners Emma Crockford of Rising Tide Charter Public School in Plymouth and Claudia Inglessis of Buckingham Browne and Nichols School opened for Ms. Howe. They were selected from 110 applicants from 65 communities. The next day Ms. Howe visited ABRHS, reading and interacting with an audience of 450 students.

STAFF

The Trustees recognize and appreciate the dedicated effort that members of the library staff make to create a welcoming environment.

Staff as of December 31, 2017

30-40 hours/week

Library Director	Marcia Rich
Assistant Director	Danielle Savin
Head of Circulation	Sue Callahan
Head of Reference	Susan Paju
Head of Children's Services	Lee Donohue
Outreach, Programming and Technology Librarian	Rita Gavelis
Reference Librarian	Heather Murray
Library Assistant II	Eunice Gorman
Library Assistant II	Joy Hamel
Library Assistant II	Anshu Sood

20-29 hours/week

Technical Services Librarian	Stephanie Knowland
Children's Librarian	Elise Katz
Administrative Assistant	Mary Katis
Library Assistant II	Karen Anderson

10-19 hours/week

Children's Librarian	Clare Seaton
Library Assistant II	Kristin MacLeod
Library Assistant I	Jennifer Keefe
Library Assistant I	Amanda Dindal
Library Assistant I	Melissa Gonzalez
Library Assistant I	Mong-Yu Blancha
Library Assistant I	Lauren Hutton
Library Assistant I	Donna White
Page	Carolyn Malloy
Page	Vacant

Less than 10 hours/week

Children's Librarian	Vacant
Reference Librarian	Jeremy Robichaud
Reference Librarian	Leslie Duffy
Electronic Outreach	Julie Glendon
Reference/Children's Librarian	Jane Flanders
Library Assistant II	Barb Floss
Library Assistant I	Mary Wile
Page	Sophie Clark
Page	Hannah Frazee
Page	Sandra Peirce
Page	Diana Willand

Assistant Director Danielle Savin was chosen to take courses toward a Master's in Public Administration through the Mass. Municipal Association/Suffolk University program Acton participates in. Staff attended professional meetings or programs offered by the Massachusetts Library System, the Minuteman Library Network, or other professional organizations.

VOLUNTEERS

Many volunteers give their time and skills to assist the library. The Trustees and staff sincerely thank each and every one for their invaluable support. A yearly event is organized by the Trustees to recognize the volunteers and to thank them for their dedication and service.

TRUSTEES

Yong Liu chose not to run for re-election and Harvey Berliner was voted in for a three-year term at the spring Town elections.

Harvey Berliner, Secretary
Ann Chang
Thomas Dunn
Joseph Glannon
Carol Knowles
Miriam Lezak, Vice President
Pam Lynn
Sampada Salunkhe, President
Suzanne Shanahan

WEST ACTON CITIZENS' LIBRARY

2017 was a busy year at Citizens' Library. In addition to circulating over 11,000 books, audio-books and DVDs, the library served as an active community center in the heart of West Acton. Throughout the year, we provided an oasis for parents and young children, elementary age students walking home from school, apartment dwellers and home owners in the surrounding neighborhoods and seniors both from Windsor Green and other parts of town. As West Acton Center has grown and flourished over the past few years, the library remains a popular stop for those living, working or shopping in West Acton. People come in regularly for books and movies, to use the computers and often, just to sit in a quiet space to read or get work done.

From a collection development standpoint, 2017 saw a major weeding and renewing of the children's, juvenile and young adult collections. Hundreds of older and well-worn books were discarded and replaced by brand new ones, much to the delight of our younger library patrons. Of course our adult collection of books and DVDs grew as well and we were thrilled this year to receive a donation from the Acton Lions Club, which has allowed our audio-book collection to grow as well.

In addition to adding many new books, the library added three new faces. Volunteers Ruth Bechtel and Gail Flister joined our team at the front desk and after a long exhaustive search, our new trustee, Melissa LoPorto officially joined us in December.
With hellos come goodbyes, and 2017 marked the end of an era as Trudi Carson, who has been volunteering at the Citizens' Library for 45 years finally retired from her role as the Thursday Librarian and moved to Florida. Over the course of her time here she outlasted 5 Library Directors, recommended thousands of books, helped raise thousands of dollars and tidied up the books well over a million times. She is missed by everyone, but we all know she's tidying up books somewhere on the Florida panhandle, missing us too.

In addition to lending out books and welcoming people into our space, we continued the tradition of our summer book sales. The Sunday morning pairing of a trip to the Acton-Boxborough Farmers Market and the Citizens' Library book sale has become a favorite summertime

outing for many Acton residents. Through our sales we were able to raise over $5000 which funds our tot-time program, weekend hours, and 6 museum passes.

Trustees:
Dean Charter - Chairman
Ellen Spero – Secretary
Melissa LoPorto

Volunteers:
Ruth Bechtel
Trudi Carson
Robin Comeau
Gail Flister
Kaleta Fraizer
Lucy Miskin
Charlene Twente

Submitted by:

Jennifer Friedman
Library Director

ACTON-BOXBOROUGH CULTURAL COUNCIL

About the Acton-Boxborough Cultural Council

The Acton-Boxborough Cultural Council (ABCC), established in 1982, has as its mission to award and administer Massachusetts Cultural Council (MCC) Grant funds, to promote the arts, and to help develop cultural programs in the Acton and Boxborough communities. Volunteers are appointed to the Council by the selectmen of each community, but it functions as a single entity undertaking these activities:

- Review of grant applications from individuals, libraries, schools, and arts and community organizations; and awarding MCC grant funds to projects that provide a local public benefit. The ABCC is one of 329 Local Cultural Councils (LCCs) that are funded by the Massachusetts Cultural Council through an annual appropriation by the state legislature;
- Sponsorship of cultural programs for the Acton and Boxborough communities using funds generously designated by Town Meeting of each community. These funds have been used by the ABCC to present jazz, classical, and world music concerts, vocal performances, films, opera, public art installations, encourage diverse culture and more;
- Advocacy for the arts through community outreach and publicity.

The ABCC's activities take place from September-June; calendar year 2017 encompasses the second half of FY17 (September-December) and the first half of FY18 (January-June). This Annual Report gives preliminary results of our FY17 Grant Cycle in which we plan to support 40 individuals, schools, libraries and arts organizations using state funds allocated to us by the Massachusetts Cultural Council. This report will also highlight the local events, programs and collaborations the ABCC was able to undertake in 2017 thanks to the continued financial support from our Towns.

ABCC Members

Voting Members:
Acton: Sunanda Sahay, Linda Mayer, Dawn Wang, Palma Cicchetti, Suman Adisesh, Diana Nestorova, Karen Myers (Appointed Sep 2017).

Boxborough: Nancy Evans, Ramika Shah, Sheila Hanrahan, Sharon Garde

Non-Voting High School youth members--Natalie Dawn, Tal Dassau (joined April 2017)

Sunanda Sahay has been the co-chair since fall 2013 and chair since June 2016. Sheila Hanrahan serves as Secretary. Sunanda has been the Grants Coordinator for FY2017-18. Ramika Shah and Linda Mayer are serving in the roles of Treasurer and Publicity Coordinator respectively, while Beth Davis and Nancy Evans have been the foreign film series coordinators.

Recruitment: We work closely with the Acton and Boxborough Boards of Selectman, Town staff and other Town volunteers on our continued membership efforts. Our Acton membership is currently at the full capacity. We are proud to have high school youth members in our council who are actively and energetically participating in our activities.

Mass Cultural Council (State) Funding for FY18:

The ABCC is one of 329 Local Cultural Councils (LCCs) funded by the Massachusetts Cultural Council (MCC) through an annual appropriation by the state legislature. Each fall, we are required to distribute this annual allocation through a grant process. We review each application and award monies considering the quality, originality, and creativity; planning, budget, and most importantly, community benefit of each proposed project.

At the beginning of fiscal year 2017-18 the ABCC was allotted $9,300 from the MCC.
It was another competitive grant season. We publicized the availability of grants through emails, posted fliers and press releases in The Beacon and Action Unlimited. Also we provided telephone and email consultation to several applicants. We received 46 applications requesting a total of $30.080 in funding. The number of applicants has been pleasantly consistent since last year and surpassed the last few years. After very difficult and lengthy deliberations the ABCC chose to fund 40 projects that give the greatest benefit to our communities including projects at the public libraries, Recreation Department, High school magazines, the Hip Swayers band at Farmers Market and Nashoba Valley Concert Band Harvest Festival, High School Plays supporting history, cultural festivals and many other activities.

Local Funding and Council-Initiated Events

The ABCC was once again generously supported by both Acton and Boxborough town funds via warrant articles and line items. The dedication of the voters, Boards and public officials in both towns is truly remarkable. Acton provided the ABCC, through a Warrant Article, with $2000 while Boxborough provided $1,400 for exclusive use in Boxborough. Few local cultural councils enjoy this level of local support. We are extremely grateful and seek every opportunity to acknowledge the support of our two towns. We are grateful also for the physical support that the two towns provide: meeting spaces, access to the town equipments(screen, Projector etc), etc. We are also thankful for the continued support and active involvement of our liaisons, Boxborough Selectman Susan Bak and Acton Selectman Janet Adachi.
The ABCC sponsored and collaborated on several exciting events in 2017. Details are below.

Art In Nature, all 6 elementary Schools from Acton-Boxborough, Sep 24, 2017

Parents and children weaving, print-making and mobile sculpting with natural on-site materials

ABCC funded the Community art project proposed and initiated by A-B school art teachers at Old Frog Pond Sculpture Park, Harvard, involving all A-B elementary schools where art teachers, parents and kids worked side-by-side with the artist Linda Hoffman to create sculptures from the recycled materials. Over 125 people attended this event and enjoyed working outdoors. Three guided tours were conducted along with three collaborative art stations: mobile making, weaving and print making—everything was made with natural materials collected on site. It was a good fusion of collaborative science and arts.

Chinese brush Art, July 19, 2017

ABCC funded a Chinese Artist Ms. Hong Bing Tang to conduct a Chinese brush art workshop at the Acton Memorial Library, which was well received and had a wait list.

Teaching of Chinese brush art at the Acton library

Ninth annual "Our World in Film" International Film Series took place during May 2017

Following 2009's year-long "Our World" festival of cultures, we have offered an annual international series of acclaimed films for adult audiences. ABCC past members Greg Hutchins and Beth Davis(both from Acton), Todd Davis(Boxborough) coordinated the series with current Boxborough member Nancy Evans, which included Short Documentary films by Mass Filmmakers on April 28th. The films "Pan's Labyrinth" (Budapest), "Broken Circle Breakdown" (Denmark) and "Incendies" (India). Introductions to each film were provided by various committee members, talk by visiting directors and discussions were led by local residents familiar with the culture shown in the film. The films shown have been donated to both Towns' libraries for their collections.

Producers of the short film answering questions at the "Our World in Films" event

FY17 Grantee Reception at Sargent Memorial Library, April 7, 2017

The ABCC held its annual Grantee Reception at Sargent Memorial Library in Boxborough. This event provides a valuable opportunity for grantees to meet, to publicize their projects and to network with other arts-minded individuals and groups. In addition to our FY17 grantees, our state and local legislators and officials were also invited to attend. Each grantee had a chance to speak briefly to acknowledge supporters and collaborating artists and organizations and to highlight upcoming events. Senator Jamie Eldridge, Rep Jennifer Benson, Acton Selectman Janet Adachi, and Boxborough Selectmen Les Fox and Susan Bak and MCC representative Charlotte Cutter attended.

Performers from ABHRHS and ABCC members and youth members at the Grantee Reception

Performances by 2017 grantees included a group called The Hip Swayers that performs regularly at the Acton Farmers Market, students of ABRHS Proscenium Circus and Acton Community Chorus Chamber Singers. The performances were highly appreciated by all present. All the grantees were invited to speak for two minutes about their projects. This year they were presented with citations from House of Rep courtesy Sen Eldridge and Rep Benson. Todd Davis and Greg Hutchins were presented with special citations for the senate.

High School Magazine—Window Seat—and Newsletter—Spectrum

To support and encourage writing and journalism among high school students, ABCC has fully funded the High School Literary Magazine "Window Seat" and newsletter "The Spectrum". ABCC is also proud to support The Robert Creeley Poetry Recital.

Sen. Jamie Eldridge congratulating ABRHS magazine editors

Hip Swayers at the Farmers Market

We are very pleased to support and sponsor the The Hip Swayers Trio at the Farmers Market, Acton. ABCC hosts at a booth at the Market every year to advertise the grant season and recruit from Acton residents.

Fifers Day, Harvest Festival and Farmers' Market

This year ABCC partially funded and participated for the first time at Fifers day and Boxborough Harvest Festival, making its presence felt and recruiting some new members. As every year ABCC had a booth at Acton Farmers' Market, meeting and greeting people and getting their feedbacks.

Participants and ABCC member Nancy Evans at Fifers Day

Promoting Diversity

One of our grantee cultural festivals, the "Essence Of India," which has received prestigious annual Gold Star Award from MCC in the past because of its diversity, outreach, inclusiveness and success in integrating the

arts into the community. Gold Star winning projects like these tell the story of how culture contributes to the quality of life in cities and towns across Massachusetts. Our council is also proud to fund the Conant/Douglas Festivals of Cultures which is growing each year with the diverse population in Acton- Boxborough and the booths and performances presented include more and more countries each year.

Performers from Essence of India at NARA Park and

Russian culture booth at the Festival of Cultures organized by Conant/ Douglas schools at RJ

Looking at the Future

While we are exploring various avenues including supporting Open Art Studio throughout both the towns, we have approved partial funding to create China Garden at the Acton Arboretum with the help of our local Chinese community, and CPA.

HISTORIC DISTRICT COMMISSION

Properties within statutory Historic Districts carry the distinction of protected status, which enhances the value of both the property and community in which it is located.

We are very fortunate to have three historic districts in the Town of Acton: South Acton, West Acton and Acton Center. These districts were established to preserve the architectural significance and rich character of these neighborhoods. Each is administered by the Historic District Commission (HDC) according to the rules and regulations set forth in Massachusetts General Laws, Chapter 40C, and the Chapter P by-law of the Town of Acton as enacted at Special Town Meeting in 1990. HDC procedures are intended to permit appropriate architectural changes while protecting neighborhoods from alterations that might lower economic and aesthetic values of individual properties.

In 2017, the most prominent change to the districts was the acquisition by Habitat for Humanity of 43 School Street for affordable housing. The HDC looks forward to working with Habitat for Humanity helping to restore this 1890 two-family property. Also, since the creation of the districts 27 years ago, the HDC has found that portions of Acton's existing zoning code are often uncoordinated with the HDC's bylaw. To rectify this situation, the HDC sought, and was awarded, a grant from the Community Preservation Committee (CPC) for a "Historic District Analysis Including Formulation of Zoning Warrant Articles". Work on this grant will commence in 2018.

Lastly, the HDC issued written comments to the Board of Selection and other town boards regarding issues relevant to the historic districts including various zoning articles, a proposed tree preservation bylaw and concerns about demolition of historic structures outside of the historic districts.

The HDC received and reviewed 35 applications (up from 30 in 2016) and several requests for preliminary reviews on areas ranging from roofing, signage, fencing, restoration and replacement of windows and doors to complete property transformations. We receive many questions about the process of reviewing applications. Property owners are encouraged to discuss their potential plans informally with the HDC before engaging design professionals.

The HDC is required by law to review the architectural appropriateness of most proposed exterior design changes in the three districts, whether they are alterations, new additions, or removal of structures. These rules apply to all buildings in the districts, even those you might not consider "historic."

Items typically requiring a Certificate of Appropriateness (CNA) include changes visible from a public way, such as installing new siding, additions, demolitions, removing or altering porches, windows, balconies or other building elements and features. Examples of Items which require a Certificate of Non-Applicability (CNA) include color of paint, storm windows, storm doors, window air conditioners; planting or removal of trees, shrubs and other plants (except when required for screening, as specified as a condition on a certificate); flags and flagpoles, and minor repairs and maintenance which do not alter the visual appearance of a property.

The HDC is a statutory board consisting of volunteers appointed by the Selectmen and whenever possible include a property owners or residents of each district, a real estate agent and typically other citizens interested in preserving and enhancing the Acton's character. By law, an architect registered in the Commonwealth, is required to be on the Commission. The Acton HDC

has two architect members. We are currently looking for three new members. Commission members do not need to live in one of the three districts. The commission meets the second and fourth Tuesday of each month. All meetings are open to the public and we warmly invite you to attend. Please contact us at any time by e-mail: **hdc@acton-ma.gov.** The 7:30 PM time slot at each of our regularly scheduled meetings is available for Citizens' Questions. This is a "drop in" time for members of the public to ask questions and share feedback without making an appointment. We also offer workshops, lectures and walking tours- please e-mail us **hdc@acton-ma.gov** with the subject heading: Add to Events List, if you would like advance notification of these.

Members:

David Honn (Chair)
Anita Rogers (Vice Chair)
David Shoemaker (Secretary)
Fran Arsenault
Ron Regan

ACTON HISTORICAL COMMISSION

The Commission is working on clarifying and strengthening our Chapter 'N' Demolition Delay by Laws in anticipation of approval at the 2018 Town Meeting

The Commission is working on preserving 62 Harris Street with the town, owner, & developer. 62 Harris Street is the only original historic brick school house in Acton.

The Commission is administering the Commemorative Plaque Program for structures on the Cultural Resource List. Also, looking at proposing plaques for qualifying Town Buildings.

The Commission is coordinating our Cultural Resource List with the online MACRIS website to enhance town residents searching ability of historical properties that are not in the Historical Districts. In the future, the CRL information will be moved to the MACRIS site.

The Commission reviewed and commented on the MBTA request for wireless services monopole towers along the railroad tracks.

The Commission reviewed and commented, in concert with the Historical Society, on the proposal Kelly Corner improvement project and to the proposed widening of Route 27 at the Hosmer House.

The Commission reviewed and commented on the Town of Concord's proposal for a new Water Treatment Plant on Nagog Hill Pond.

The Commission provided historical certification of the roof shingling work at the Hosmer House and Jones Tavern.

The Commission oversaw professional historical survey of Forest Cemetery for nomination to the National Register of Historic Places.

The Commission supported CPC funding for the restoration of 88 Arthur Davis drawings.

The Commission held demolition delay hearings on:

62 Harris Street	Imposed Delay
92 Piper Road	Imposed Delay
184 Main Street	Imposed Delay
225 Newtown Road	Granted demolition request

Commission Members:
Bill Dickinson – Chair
Doug Herrick – Vice Chair
Bill Klauer
Tory Beyer
Brad Maxwell
Warren Richmond
Raoul Smith
Katie Green – BOS Liaison

CABLE ADVISORY COMMITTEE

The Cable Advisory Committee (CAC) serves to advise the Board of Selectmen in matters pertaining to Cable Television in the Town of Acton and to assist with license negotiations. We also address cable TV-related concerns from Acton residents and work with the two cable companies and Acton TV to resolve issues. We generally receive many more citizen concerns than we are chartered to address because our authority only extends to television-related issues; Internet and telephony are beyond the charter of the CAC.

There were three major focus areas for the CAC in 2017

- Preparation for the contract renewal process with the two cable carriers (Comcast and Verizon)
- Upgrading the delivery of Acton TV signals from analog to digital
- On-line Survey

Contract Renewal Preparation

The current license agreement with Comcast will expire in 2020 and the license agreement with Verizon will expire in 2021. Historically, the negotiation process of cable TV licenses is lengthy and complex, typically starting three years before license expiration. In order to prepare for future license negotiations, the Cable Advisory Committee will begin surveying all Acton households on the use of various TV-related services in early 2018.

Digital Delivery by Acton TV

In 2017 the Committee, together with Acton TV and cable service providers, continued to explore options for transitioning from analog to digital transmission of Acton TV programming. This transition has a number of aspects that include changes to the Acton TV workflow and changes to the technology for conveying the signal from Acton TV to the service providers. In 2017 the committee together with Acton TV worked with Verizon that enabled FIOS customers to enjoy the benefits of a fully-digital Acton TV signal. The Committee continues to work with Comcast in order to identify a delivery configuration that would be acceptable and economically viable for all parties.

On-line Survey

This on-line survey was tested (and informally approved by the Board of Selectmen) in 2017. This survey will cover cable TV preferences and experiences and the results will enable the CAC and the Board of Selectmen to understand community-wide needs, concerns and preferences related to cable TV services. Residents are urged to respond to the survey (one response per household) when requested in early 2018.

Citizen Concerns

One of the key services the Committee provides is addressing citizen issues/complaints (or simply to answer questions) with regard to cable TV service. The Cable Advisory Committee maintains a relationship with the Government Affairs Managers from both Comcast and Verizon, and meets with them periodically to discuss these concerns. The committee assists the citizens of Acton by elevating customer service complains when citizens have exhausted their own customer services channels. The committee also participates in engagements and issue resolutions between the Town and cable service providers.

All citizens are welcome to attend the CAC meetings, which are held on third Thursday of each month at the Acton TV Studios conference room. In addition, we can be reached via E-mail: cac@acton-ma.gov.
There are several vacancies on the CAC that the Town would like to fill: Two regular members, and an associate member. Additional information can be found on the Town's Web site at **www.acton-ma.gov.**

Members:
Oleg Volinsky, Chair
Richard Logan
Terence Lobo
Steve Davidson
John Covert

SENIOR AND DISABLED TAX RELIEF COMMITTEE

The Senior and Disabled Tax Relief Committee administers the voluntary fund established by the Town many years ago to provide tax relief to seniors and others under Town-approved, state legislation. This past year the committee was able to help several individuals and provided total relief of approximately $41,500. Please contact the Assessor's Office for questions on our program eligibility requirements.

In addition, other forms of tax relief are available for seniors and veterans. For example, the senior work program continues to attract a full compliment of volunteers who donate their time in jobs for the Police Department, various Departments in Town Hall and the Memorial Library and, due to its popularity, has been expanded in recent years. The Assessors Office provides outreach to seniors and others to inform them of the various programs available under the law which provides property tax relief. Feel free to contact the Assessors office if you have any questions about property tax relief.

Thank you.

The Senior and Disabled Tax Relief Committee

Susan Miller
Barbara Wilson
Carol Mahoney
Nancy Gerhardt
Steve Barrett - Treasurer
Brian McMullen – Staff Support, Assessors Office

TRANSPORTATION ADVISORY COMMITTEE

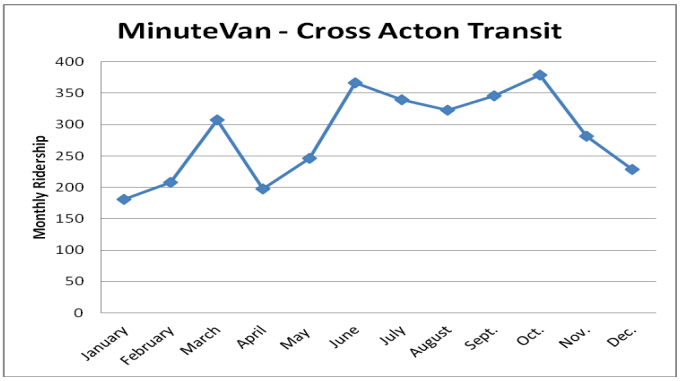
The Town's MinuteVan program was increased this year with the addition of a third Lowell Regional Transit Authority Van. This has allowed an expansion in December of the Rail Shuttle service to locations in North Acton and to provide additional door to door service at non-commuter times Monday through Friday. The other vehicles supporting the program are the Rail Shuttle, COA Van, Road Runner, Dial-A-Ride and the Cross-Acton Transit (CAT). Together these vehicles provide service to Seniors, People with Disabilities, Commuters, Reverse Commuters, Special Populations and the General Public. Annual Ridership for all of these services increased in 2017 to 31,221 from the 2016 ridership of 26,362, an 18.05% increase.

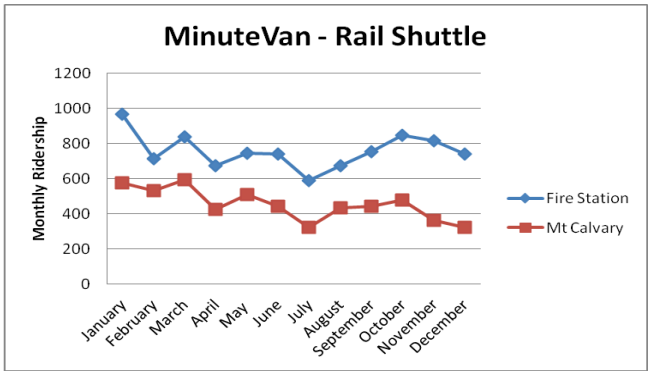
Cross-Acton Transit (CAT)

The new CAT shuttle's route connects higher density residential units and senior housing with shopping centers, the Council on Aging facility and the South Acton Train Station. It provides service Monday through Friday with the exception of holidays. The scheduled route is an hour round trip ride that begins at 8 AM and ends at 6 PM. All fares are $1.00. Riders can track the shuttles progress at www.crossactontransit.com. The service is open to all. The CAT schedule is as follows:

Rail Shuttle

The Rail Shuttle connects off-site commuter parking with peak hour trains at the South Acton MBTA Station. The off-site locations are behind the West Acton Fire Station and designated spaces at the Mt. Calvary Church. The service operates Monday through Friday with the exception of holidays. Reserved parking and bus pass is an annual fee of $250. The annual fee for a bus pass only is $200. Day passes are $3 per day and monthly passes are available at $40. Service animals are welcome on the vehicle to assist individuals with disabilities.





Effective August 2017

Sachem Way	Nagog Woods (postal kiosk)	Nagog Mall (by request only)	Avalon Drive (sales office)	Great Road Condos (front entrance mailboxes)	Gould's Plaza (Donelin's entrance)	Town Hall/Library* (by request only)	Acton Plaza 1 & 2 (Roche Brothers entrance)	Acton Pharmacy (563 Massachusetts Ave)	Windsor Green (88 Windsor Ave)	S. Acton MBTA Station (by request only during mid-day hours*)	Kmart Parking Lot/ Kmart Entrance (0.3miles to A/B schools)	Town Hall/Library* (by request only)
8:00	8:04	8:07*	8:10	8:14	NO STOPS					8:33	8:40	8:46*
9:00	9:04	9:07*	9:10	9:14	9:19	9:24*	9:30	9:35	9:38	9:43	9:48	9:54*
10:00	10:04	10:07*	10:10	10:14	10:19	10:24*	10:30	10:35	10:38	10:43*	10:48	10:54*
11:00	11:04	11:07*	11:10	11:14	11:19	11:24*	11:30	11:35	11:38	11:43*	11:48	11:54*
12:00	**12:04**	**12:07***	**12:10**	**12:14**	**12:19**	**12:24***	**12:30**	**12:35**	**12:38**	**12:43***	**12:48**	**12:54***
1:00*	**1:04***	**1:07***	**1:10***	NO STOPS								
2:00	**2:04**	**2:07***	**2:10**	**2:14**	**2:19**	**2:24***	**2:30**	**2:35**	**2:38**	**2:43***	**2:48**	**2:54***
3:00	**3:04**	**3:07***	**3:10**	**3:14**	**3:19**	**3:24***	**3:30**	**3:35**	**3:38**	**3:43***	**3:48**	**3:54***
4:00	**4:04**	**4:07***	**4:10**	**4:14**	**4:19**	**4:24***	**4:30**	**4:35**	**4:38**	**4:43**	**4:48**	**4:54***
5:00	**5:04**	**5:07***	**5:10**	**5:14**	**5:19**	**5:24***	**5:30**	**5:35**	**5:38**	**5:43**	**5:48**	**5:54***
6:00*	**6:04***	**6:07***	**6:10***	**6:14***	NO STOPS							

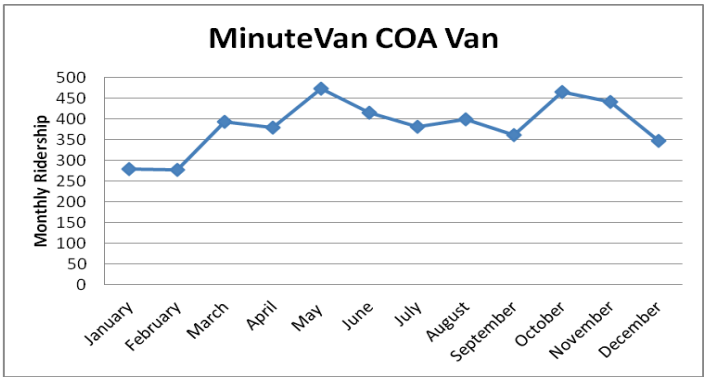
am times shown in light type | **pm times shown in bold type**

PLEASE NOTE All times are approximate due to traffic and weather conditions in the area.

Annual ridership for the Rail Shuttle increased in 2017 to 14,553 from the 2016 ridership of 12,604, a 15.5% increase. The monthly ridership for the Rail Shuttle was as follows:

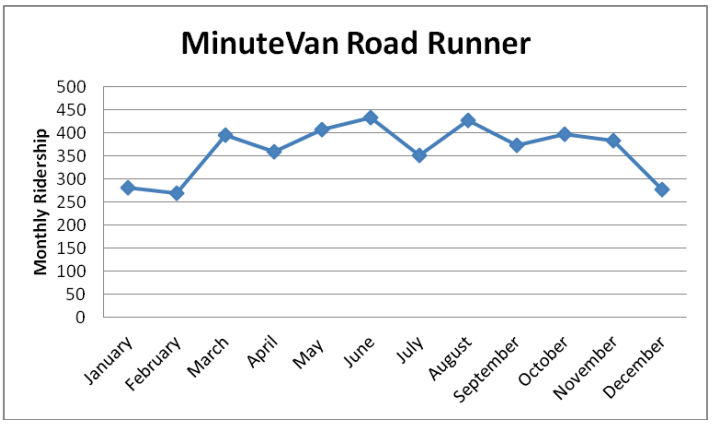
Council On Aging Van

The Council On Aging Van is open to all seniors (60 and over) and any Acton resident with a qualified disability. This door to door service operates Monday through Friday, 8 AM to 4 PM, with the exception of holidays. Trips can be booked by calling the dispatcher at 978-844-6809 any time between 8:30 AM and 4:00 PM. The service covers anywhere in Acton, Maynard and Concord, as well as parts of Boxborough, Littleton and Westford. The van is equipped with a wheelchair lift and service animals are welcome. Trips within Acton are $1, outside of Acton the trip is $1.5. Annual ridership for the COA Van increased in 2017 to 4,516 from the 2016 ridership of 3,337, a 35.3% increase. The monthly ridership for the COA Van was as follows:



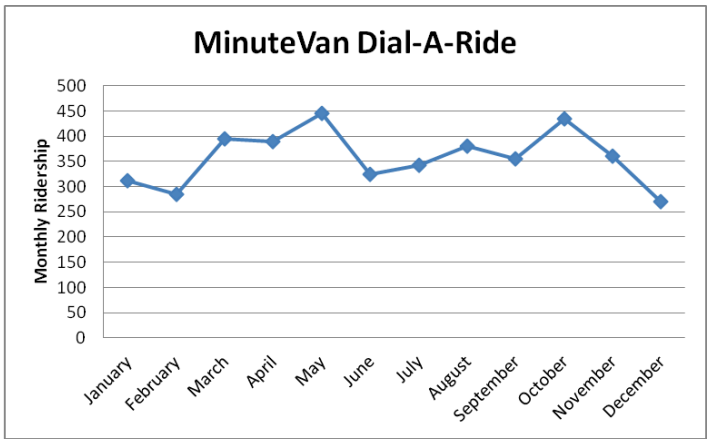
Road Runner

The Road Runner is open to all seniors (60 and over), residents with a qualified disability and the general public when space is available. This door to door service operates Monday through Friday, 8 AM to 3 PM, with the exception of holidays. Trips can be booked by calling the dispatcher at 978-844-6809 any time between 8:30 AM and 4:00 PM. The service covers anywhere in Acton, Maynard and Concord, as well as parts of Boxborough, Littleton and Westford. The van is equipped with a wheelchair lift and service animals are welcome. Trips within Acton are $1, outside of Acton the trip is $1.5. This service provides weekly shopping trips for non-English speaking residents which has become very popular. Annual ridership of the Road Runner increased in 2017 to 4,354 from the 2016 ridership of 3,967, a 9.8% increase. The monthly ridership for the Road Runner was as follows:



Dial-A-Ride

The Dial-A-Ride is open to all Acton residents. This door to door service operates Monday through Friday, 8 AM to 11 AM and 12:15 PM to 6:15 PM, with the exception of holidays. Trips can be booked by calling the dispatcher at 978-844-6809 any time between 8:30 AM and 4:00 PM. The service covers anywhere in Acton or within a 3.5 mile radius of Acton Town Hall on a space available basis. Out of town locations include but are not limited to; West Concord Center, Emerson Hospital, Maynard Center, the Concord and Boxborough skating rinks and the Food Pantry. The van is equipped with a wheelchair lift and service animals are welcome. Children aged 12-18 may ride alone with their parent's permission. Trips within Acton are $2, outside of Acton the trip is $4. Annual ridership of the Dial-A-Ride increased in 2017 to 4,293 from the 2016 ridership of 3,471, a 23.7% increase. The monthly ridership for the Dial-A-Ride was as follows:



CrossTown Connect

Acton is one of the founding members of CrossTown Connect. This is a unique transportation management association made of public members; Acton, Boxborough, Littleton, Maynard and Westford and private members; Associated Environmental Systems, Guiterrez Company, IBM, Juniper Networks, Mill and Main, Potpourri Inc, Red Hat and West Acton Village

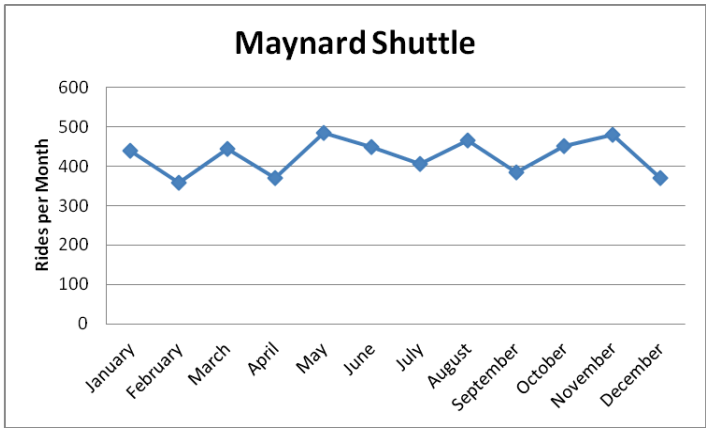
Works. In 2017 CrossTown Connect welcomed in new members from the public sector (Concord and Sudbury and the private sector (UTC Aerospace Systems).

The CrossTown Connect members focus on working closely with public agencies and stakeholders, establishing employee transportation networks, advocating for transportation resources and legislation, facilitating “last mile” connections, providing commuter services and marketing programs.

Acton, Boxborough, Littleton and Maynard receive dispatch services from CrossTown Connect for their Council of Aging Vans and other door to door services. Utilization of a common dispatch center has increased ridership for each van by having longer hours and being more accessible for the riders. It has also reduced cancellations of trips as riders previously overbooked in case they couldn’t reach dispatch services when they needed the ride. In 2017 more than 27,000 rides were dispatched from the CrossTown Connect dispatch center.

CrossTown Connect also provides transportation services to the private and public partners. These services include; ride-matching to form car pools, emergency ride home programs, vanpool information, promotion of active commuting options like biking and walking, marketing programs to promote alternatives to driving alone, assisting employers in implementing pre-tax transit benefits and advocating for improved transportation services in the region.

In October, CrossTown Connect partner Maynard launched a first mile/last mile commuter service from Maynard’s Mill & Main site to the South Acton train station. The first year ridership for 2017 totaled 5,105. The schedule and monthly ridership are as follows:



Maynard - Acton Commuter Shuttle Schedule

Effective January 16, 2017

MORNING SHUTTLE RUNS — To meet these trains

Shuttles loop to/from Maynard, Acton, and South Acton Rail, picking up and dropping passengers at Parker/Drummer, PSHQ, Maynard Golf, downtown Maynard, Mill & Main.

CV1	AM	Inbound to Boston	Outbound
Departs Maynard Golf Course at	6:10		
Arrives Parker/Drummer	6:17	#402	n/a
Arrives S. Acton Train	6:23	(6:27am)	
CV2			
Departs Mill & Main Sudbury lot	6:45		
Departs Mill & Main Main lot	6:47		
Departs Downtown Maynard	6:50		
Departs Maynard Golf Course	6:54		
Arrives S. Acton Train	7:00	#404	#401
Departs S. Acton Train	7:05	(7:02am Express)	(6:59am Express)
CV3			
Departs Mill & Main Sudbury lot	7:30		
Departs Mill & Main Main lot	7:32		
Departs Downtown Maynard	7:35		
Departs Maynard Golf Course	7:40		
Departs Parker/Drummer	7:47	#408	#491
Arrives S. Acton Train	7:50	(7:53 am Express)	(7:33am)
		#492	
		(8:02 am)	
CV4			
Departs Mill & Main Sudbury lot	8:15		
Departs Mill & Main Main lot	8:17		
Departs Downtown Maynard	8:20		
Departs Maynard Golf Course	8:27		
Departs Parker/Drummer	8:34	#410	#403
Arrives S. Acton Train	8:39	(8:42am)	(8:31am)

(takes final riders to their stops)

EVENING SHUTTLE RUNS — To meet these trains

* Evening shuttle drops off at morning pickup locations based on rider need

CV5	PM	Inbound to Boston	Outbound
Departs Mill & Main Bldg 5	4:50		
Departs Mill & Main Bldg 1	4:52		
Departs Downtown Maynard	4:55		
Arrives Paper Store HQ	5:00		
Arrives S. Acton Train	5:15	#494	#417
Departs S. Acton Train	5:16	(5:22pm)	(5:07pm Express)

Takes riders to Parker-Drummer and back to Maynard (MGC, downtown, Mill)

CV6			
Departs Mill & Main Bldg 5	5:55		
Departs Mill & Main Bldg 1	5:57		
Departs Downtown Maynard	6:00		
Departs Paper Store HQ	6:05		
Arrives S. Acton Train	6:18	#424	#419 & 421
Departs S. Acton Train	6:22	(6:25pm)	(5:54 & 6:21pm)

If 421 is late, CV6 may take 419 passengers, then return.

CV7			
Departs Mill & Main Bldg 5	7:00		
Departs Mill & Main Bldg 1	7:02		
Departs Downtown Maynard	7:05		
Departs Paper Store HQ	7:11		
Arrives S. Acton Train	7:25	#426	#425
Departs S. Acton Train after #425 arrives		(7:41pm)	(7:20pm)

(takes final riders to their stops)

CrossTown Connect received a $43,000 grant from the Massachusetts Department of Transportation for additional first mile/last mile commuter services to the Littleton and South Acton train stations. These services, which will begin in 2018, will use Council on Aging vans during their off hours to transport commuters and reverse commuters to the train stations and local businesses.

Working with the Lowell Regional Transit Authority, the Montachusett Area Regional Transportation and the Massachusetts Department of Transportation, the CrossTown Connect partners were able to reach an agreement which would allow a resident in any of the CrossTown Connect communities to ride any of the vans providing trips. Prior to this agreement, residents were only allowed to ride on vans in their own community. This measure allows more sharing of trips and has increased ridership and availability of trips.

LAND USE AND ECONOMIC DEVELOPMENT

LAND USE DEPARTMENT

The Land Use Department was created in 2015 by merging the Building, Health, Natural Resources and Planning Divisions. The Land Use Department is located in the north wing of Town Hall, which underwent a major renovation in 2015 to improve customer service and create a home for the new department.

Matthew "Selby" was hired in January 2016 as Acton's first Director of Land Use and Economic Development. Selby reports to the Town Manager and provides professional, technical, administrative, and supervisory support in organizing and coordinating Department operations. Selby provides direct staff support to the Economic Development Committee, the Acton 2020 Committee and special committees created to master plan recently-acquired municipal properties located at 348-364 Main Street and 53 River Street.

Land Use Department staff provides support to a wide range of volunteer boards and committees. Each division has a division head in charge of furthering the goals of their team. More in-depth reports of the Land Use divisions and the boards and committees they support can be found in this section of the Annual Report.

Respectfully submitted,
Matthew "Selby"
Director of Land Use and Economic Development

ACTON 2020 IMPLEMENTATION COMMITTEE

The Acton 2020 Implementation Committee met intermittently in 2017. The primary objective/ achievement was to identify five areas of the Comprehensive Plan to study in more depth and prepare an update to the Plan. These areas are Housing, Transportation, Infrastructure, Sustainability and Community.
The Committee added two new members, and at the next meeting, the intent is to appoint a new Chair.

Andrew Brockway
Chair, Acton 2020 Implementation Committee

BOARD OF HEALTH

Land Use

The Health Division continues to be an integral part of the Land Use Department. As a Division of this department, we are now part of a large group that can provide our residents with one-stop information and improved customer service.

Senior Public Health Inspector

Evan Carloni was promoted to Senior Public Health Inspector in 2017. Evan graduated from SUNY-College of Environment Science and Forestry with a degree in Environmental Science with a focus on Environmental Health. Evan is certified as a Registered Sanitarian (RS), demonstration of his professional competency in a wide range of public health issues. He has been an exemplary employee for five years and his skill set and leadership abilities have evolved since he was hired. Evan has demonstrated that he can mentor and provide functional oversight to a new inspector, administrative staff as well as our contract workers for food service and stream sampling. Evan services in leadership roles by running Acton's Household Hazardous Waste Day, coordinating/hosting septic system Continuing Education Unit's for septic inspectors/installers and acting as liaison to the DEP, DPH, Region 4A Emergency Preparedness Coalition and the Acton Hoarding Team. Evan has also confidently managed the responsibility of the Public Health Emergency Response (PHER) funds and Public Health Emergency Planning (PHEP) funds. He works with the Health Director to ensure effectiveness in the budget planning and implementation of these funds. Evan is a high achiever, extremely successful and ready to be in this position. He has proven this ability for all that he does for the Town of Acton. Congratulations Evan!

Staff Accomplishments

The Health Division staff was busy in 2017 achieving certifications that all help our employees be better informed.

Katelyn Huffman – Certified Food Protection Manager and Certified Pool Operator

Weiyuan Sun – Certified Pool Operator and Licensed Soil Evaluator

Matthew Dow – Massachusetts Housing Inspector, Sealer of Weights and Measures
Evan Carloni – Certified Professional-Food Safety, Sealer of Weights and Measures

The Health Division is proud of all of these accomplishments and appreciates the staff obtaining these certifications to ensure that our employees can continue to offer our residents excellent service.

Shelter Coordinator

In 2017, Evan Carloni and Sheryl Ball began sharing the responsibilities of Shelter Coordinator. Evan and Sheryl work together to ensure that shelters are safe and ready to meet the needs of our residents in the event of an emergency.

Sealer of Weights and Measures

Matthew Dow, Sealer of Weights and Measures and Evan Carloni, Deputy Sealer of Weights and Measures successfully passed the State exam and are officially certified Sealer of Weights and Measures inspectors. Both Matt and Evan should be commended for spending countless hours to obtain this certification. Congratulations Matt and Evan.

Substance Abuse

Opioid Forum – The Health Division received a grant and worked collaboratively with the Acton-Boxborough Parent Teacher Student Organization, Acton-Boxborough United Way and Danny's Place to help fund the Opioid Forum that was held on November 20, 2017. The Acton-Boxborough High School Auditorium was packed full to hear the Chris Herren Story: the story about basketball, drugs, addiction and the road back.

The Health Division also received a $6,000 grant to help develop a strategic plan to address the opioid epidemic. A substance abuse coalition was created and is made up of Sheryl Ball, Health Director; Matthew Dow, Public Health Inspector; Police Chief Richard Burrows; Deputy Fire Chief Robert Vanderhoof; Jacquelin Apsler, Domestic Violence Network; Alia Toran-Burrell, Jail Diversion Coordinator; Sharon Mecurio, Council of Aging Director; Saad Dinno, Acton Pharmacist; and our consultant Jan Stewart. The coalition brought District Attorney Marian Ryan to speak at a packed Council on Aging room regarding the opioid epidemic. The group is also working on the plan to combat this issue long-term.

AB Cares

The Health Division participates in AB Cares whose mission is to develop a response to suicide and was created as a result of the five student suicides in 2017. This initiative was created by Rachel Sagan, AB United Way. We look forward to continuing to work with this collaboration to help reduce suicides in Acton.

Translation Services/Weiyuan Sun

The Health Department is fortunate to have an Administrative Assistant, Weiyuan Sun, who is fluent in Taiwanese and Mandarin. The Health Division is able to reach out to the Asian population because of Weiyuan. She has been instrumental in helping these residents navigate the MinuteVan service by conducting tours of Acton so they can utilize this service on their own. She has spent numerous hours educating these residents on their septic systems, Title 5, and Food Safety. The Board is grateful for her service. Weiyuan also assisted the Acton Nursing Service, Council on Aging, Fire and Police Departments with translation services at flu clinics and trainings.

Pre-Occupancy Housing Inspections

The Health Division began offering pre-occupancy housing inspections to anyone who would like their vacant units inspected prior to placing a new tenant in the unit. This service provides the occupant with legal, safe and sanitary apartments, as well as education. Landlords benefit from health professionals' documentation of the condition of the unit at the beginning of occupancy, protection against consumer lawsuits for renting sub-standard units, and issuance of a certificate of fitness once the unit has been inspected. The Health Division is pleased to offer this service to ensure that Acton residents live in rental units fit for habitation and are compliant with the Massachusetts Housing Code.

Food Safety/Choke Saving Certification

The Health Division certified approximately 30 food service workers in Food Safety and approximately 45 food service workers in Choke Saving. These programs are an important part of the Board of Health's work to ensure that Acton residents and visitors are protected from food borne diseases and illnesses and enable diners to enjoy the Town's variety of food service establishments with peace of mind.

Rabies Clinic

The Health Division would like to thank Dr. Jonathan Kelman of Great Road Veterinary Hospital and John and Julie Seeley of DogStar Activity Center for volunteering their professional services for a very successful Rabies Clinic that was held on Saturday, February 11, 2017. We are so appreciative of their help and expertise to ensure these events remain well attended and successful. We are grateful to be able to continually provide this low cost service to the Town. Thank you Matthew Dow for coordinating this day!

2017 Permits

Wastewater Premits	
Title 5 Inspections	178
New Construction Septic	12
New Construction Commercial	3
Replacement Construction Septic	50
Porta-Potties	10
Minor Repair Septic	52
Wastewater Misc Premits	
Disposal Works Installers	49
Title 5 Inspectors	55
Wastewater Treatment Plant	13
Septage Haluer	22
Septic Tank Pumpings	1 1 8 0
Food Preparation Service Permits	
0 seats	18
1 to 40 seats	26
41-100 seats	16
100+ seats	8
Cafeterias	8
Speciality Food Service Permits	
Hot Bar	4
Cold Bar	3
Deli	6
Bulk Food	2
Food Retail Service Permits	
Less than 5,000 sq ft	18
5,000 - 10,000 sq ft	3
Over 10,000 sq ft	7
Temporary Food	32
Frozen Dessert	2
Residential Kitchen	4
Misc Food Service Permits	
Utility Kitchen	22
Sundries	12
Catering	6
Mobile Food	2
Tobacco	19
Farmer's Market	13
Hazardous Materials - Generator/User Permits	
Large Waste Generator	0
Small Waste Generator	39
Hazardous Materials - Storer Permits	
Large Industry Storer	24
Small Industry Storer	92
Hazardous Materials - Generator/User Permits	
Materials Generator	3
Materials User	104
Remediation Discharge	1
Remediation	1
Waste User	7
Hazardous Materials - Storer Permits	
Large Retail Storer	1
Small Retail Storer	9
Waste Storer Industry	59
Waste Storer Retail	4
Miscellaneous Health Permits	
Body Art Practitioner	5
Body Art Establishment	3
Commercial Hauler	10
Funderal Director	4
Drain Layer	13
Permits	
Beach	1
Swimming Pools	18
Wading Pools	5
Tanning Salon	0
Complaints	30

The Board thanks its staff Sheryl Ball, Health Director; Evan Carloni, Senior Public Health Inspector and Deputy Sealer of Weights and Measures; Matthew Dow, Health Inspector and Sealer of Weights and Measures; and Administrative Assistants Weiyuan Sun and Katelyn Huffman. A special thanks to Patrick Palmer, Animal Inspector for assisting the Board in achieving so many goals this year.

Board of Health Members

Joanne Bissetta, Chairman
William Taylor, Vice Chairman
Mark Conoby, Member

BUILDING DIVISION

Calendar year 2017 was another busy one for the Building Division of the Land Use Department.

Janice Mannone retired as the part-time clerk after almost 10 years. The clerk's position was filled by Acton resident Kimberly Clark. Kim has proven to be an asset to the entire Land Use Department. Kim has several years of experience in customer service and has quickly learned the peculiar ways of municipal government in general and building departments in particular. Kim has an excellent demeanor with the public as well as the staff and is a pleasure to work with.

Congratulations to Kimberly Bricker, who gave birth to twin girls in September. Kim's absence during maternity leave was felt in the department, but all of the other Land Use administrative assistants helped out including Katelyn Huffman, Weiyuan Sun and especially Kim Clark, who stepped up and worked extra hours. All their hard work is greatly appreciated.

Insulet Corporation began the construction at 100 Nagog Park, the site of an old Digital Equipment building. The building has been vacant since the closing of Digital several years ago. Insulet is constructing a large addition onto the building for the manufacturing of medical devices and completely renovating the existing building for their executive offices. The project should be complete by the end of 2018, when the first US-manufactured Omnipods will roll off the assembly line.

Overall construction continues to be busy in Acton. For the calendar year 2017 permits issued breaks down as follows:

1133 Building permits
- 17 were for new homes
- 8 were for new commercial buildings

465 Plumbing Permits
- 553 Gas permits
- 918 Electrical permits

Respectfully Submitted

Frank Ramsbottom
Building Commissioner

CEMETERY COMMISSION

The three-member Commission, established in 1864, oversees the three Town-owned cemeteries,

- Woodlawn (est. 1738), 104 Concord Road, Acton Center,
- Forest (est. 1750), 10 North Street, North Acton, and
- Mt. Hope (est. 1848), 162 Central Street, West Acton,

and is responsible for the expenditure of funds from various cemetery trust funds. During 2017, the following amounts were paid to the Town Treasurer.

- General Fund $65,768.68
- Cemetery Land Fund $14,210.00
- Perpetual Care Fund $58,890.00

During 2017, the Commission began or continued discussions/actions on several topics that will extend into 2018:

- Forest Cemetery National Historic Register status

The Acton Historical Commission (AHC) engaged the Public Archaeology Laboratory, Inc. (PAL), to prepare and submit the AHC application for listing Forest Cemetery on the National Register of Historic Places. PAL has completed Phase 1 of the nomination package: a Bibliography, District Data Sheet, and Sketch Map keyed to photographs. The project to list Forest Cemetery on the National Register is wholly funded by the Community Preservation Act (CPA). Success with this listing will encourage pursuit of a similar listing for Woodlawn and Mt. Hope.

- Needed renovations at Woodlawn:

– Acton's Natural Resources Division submitted a 2018 CPA funding proposal for $31,000 for rehabilitation of the three entrance gates to Woodlawn.

–Natural Resources also submitted a 2018 CPA funding proposal for $51,000 to assist with the rehabilitation of the Kennedy Service Building, principally to make it compliant with the Americans with Disabilities Act. The total cost of the project is $230,000, including $161,942 of Cemetery trust funds and $17,200 of Town-appropriated FY2016 general funds.

Decisions on both proposals will occur early in 2018.
- The Mt. Hope agreement

Prompted by the Town's acquisition of the 176 Central Street land parcel abutting Mt. Hope on its west side, the Cemetery Commission, Acton's Conservation Commission, and Acton's Land Stewardship Committee (LSC) have agreed to and are in the process of implementing a plan related to public use of undeveloped cemetery land at Mt. Hope. To date, the LSC has blazed the already existing trails on Mt. Hope land to be consistent with blazing on the trail system of the Heath Hen Meadow Conservation Land that abuts Mt. Hope to the south, and blazing to be done on the 176 Central Street parcel. The agreement also allows for an information kiosk well into the woods on Mt. Hope land south of the developed part of the cemetery, and unobtrusive, informative signage to be seen by trail users when they enter Mt. Hope land from either Heath Hen Meadow or the Central Street parcel.

Also, the Commission and the Cemetery Department

- Opened a new section, Section 9, at the south-central end of the developed part of Mt. Hope.

- Revised and re-formatted the Cemetery Rules and Regulations which had its last revision in 1989
- Reviewed the various cemetery fees to ensure that they are consistent with those of surrounding towns and that they also cover actual labor and equipment costs. No rate increases were deemed necessary for 2017.
- Granted permission for responsible use in April of Woodlawn to the Concord Academy Film Department where it filmed portions of the Academy's adaptation of Shakespeare's "Much Ado About Nothing."

The Cemetery Division is part of the Natural Resources Division of the Land Use Department.
The Cemetery Division includes:

– Tom Tidman, Director, whom the Commission thanks for his help and advice.

– Shawn O'Malley, Superintendent of Cemeteries, who is directly responsible for keeping the three cemeteries in their excellent shape and providing fine oversight of vital cemetery operations and maintenance.

– Allura Overstreet, Cemetery Division Secretary, who continues her excellent work at updating cemetery rules, regulations, and databases, handling cemetery relations with other Town departments, and interacting with the public on cemetery matters, including use of Woodlawn Chapel.

The Cemetery Commission is here to serve Acton and welcomes citizen attendance at its 2 P.M. monthly meetings on the second Wednesday of each month at Town Hall. Citizens can also make inquiries and/or comments through a visit at the Cemetery Office in the Kennedy Building, a phone call to 978-929-6642, and by way of the Town's website at www.acton-ma.gov.

Commissioners:
Joe Will, Chair
William A. Klauer
Dana Snyder-Grant

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee (CPC) is responsible for the administration of the Community Preservation Fund, the selection of projects for recommendation to Town Meeting for funding, and the monitoring of the progress of funded community preservation projects. By statute, Community Preservation Funds may be allocated to acquire, create and preserve open space; acquire, preserve, rehabilitate and restore historic resources; acquire, create, preserve and support community housing; acquire, create, preserve, rehabilitate and restore land for recreational use; and rehabilitate open space and community housing acquired or created with CPA funds.

In April, the Annual Town Meeting appropriated $1,044,372 from the Community Preservation Fund.

The appropriation funded 9 projects:

- $48,000 to the Acton Historical Society – Re-roof at the Jonathan & Simon Hosmer House
- $34,282 to the Iron Work Farm, Jones Tavern Preservation Project
- $24,000 for the Acton Arboretum, Cedar Arbor, Kiosk and Culvert
- $170,000 for the Bruce Freeman Rail Trail (BFRT) Phase 2B
- $28,000 for the Morrison Farm Well
- $25,000 for NARA Parking Lot Expansion
- $155,000 for the NARA Picnic Pavilion Restroom

It added the following amounts to set-aside funds:

- $450,000 to the Open Space Set-Aside Fund for the Acquisition, Creation and Preservation of Open Space, and its Rehabilitation and Restoration;
- $25,090 to the Community Housing Set-Aside Fund for the acquisition, creation, preservation and support of community housing.

And, it funded the following ongoing programs:

- $60,000 to the Acton Community Housing Corporation Community Housing Program Fund, which is administered primarily by the Acton Community Housing Corporation (ACHC). Among other things, the fund pays for buy-down assistance, closing cost, and down payment assistance to first time income eligible homebuyers of deed restricted affordable community housing units.
- $25,000 for Acton's participation in the Regional Housing Service Program for one year (http://www.rhsohousing.org/).

In December, the Special Town Meeting appropriated $770,000 from the Open Space Set-Aside Fund for the acquisition of 11± acres of open space at 161 Newtown Road.

To date, CPC funds have supported more than 100 community preservation projects throughout the community. Some community preservation projects that were completed during 2017 were:

- Water Chestnut invasive species control at Ice House Pond and Robbins Mill Pond
- Acton Arboretum Fern Boardwalk
- Civil War Exhibit Enhancements

As of June 30, 2017, the Town raised $956,455 from the local CPA surcharge for FY 2018 and in November received $164,537 in State matching funds. In addition, total available funds at the end of calendar year 2017 include $67,587 in the General CPA fund, $1,556,225 in the Open Space Set-Aside Fund, $40,536 in the Historic Preservation Set-Aside Fund, and $25,090 in the Community Housing Set-Aside Fund. And, as in previous years, the CPC anticipated returns from prior years' CPA projects.

In November, the Committee received sixteen project and program applications for funding in 2018, for a total request of $1,523,083.00 The CPC reviews all project proposals and interviews each applicant. The CPC then deliberates and decides which projects and at which funding level to recommend to the 2018 Annual Town Meeting. In its deliberations, the CPC considers available funding, the applicants' proposals, legal opinions, applicant interviews, input from Town Boards, including the Selectmen and Finance Committee, and comments from the general public.

The Community Preservation Committee generally meets every 2nd and 4th Thursday of the month in the Acton Memorial Library meeting room. All CPC meetings are open to the public and the Committee welcomes public participation throughout our annual process. Townspeople may e-mail the Committee at cpc@acton-ma.gov or contact the Town Planning office at (978) 929-6631 with questions, comments, and feedback. For additional information and to view the current Community Preservation proposals, citizens may visit the Community Preservation page on the Town website at www.acton-ma.gov. The CPC would like to thank the Planning Department which provides Town staff support to the Committee which is greatly appreciated!

DESIGN REVIEW BOARD

The Design Review Board reviewed and provided comments to the Board of Selectmen, Planning Department and others on the following proposed projects in 2017:

- 31, 39 45 Martin Street – proposed 40B housing project **
- 100 Nagog Park – Insulet Manufacturing light industrial
- 176 Powder Mill road – Acton Ford minor building renovation
- 533 Main Street- Renovation and addition to existing buildings for a storage facility
- 184 Main Street – 8 unit 40B housing (across from Discovery Museum) **
- 424-428 Great Road - Meadowbrook Condominiums minor parking lot renovation
- 117 Great Road - Weatherbee Plaza II building addition
- 976 Main Street – Machine Tools renovation including site and building
- 296-298 Central Street – Duplex building in West Acton

The Design Review Board continued to review proposed projects and provide review comments based on our design professional backgrounds which help to inform various other Town Boards on whether or not to approve projects and how to improve them so they are compatible to the Town's goals as listed in the Master Plan.

We reviewed three 40B projects (asterisked **) that involved replacing historic homes on Acton's Cultural Resource List on existing residential lots with very dense housing projects in which the Town had little ability to control the site planning and visual outcome. These projects are effectively over time changing the semi-rural character of Acton by replacing iconic historic houses and open space with densely developed properties, (many which don't face the street) with generic houses with little architectural character.

Many of these new developments are out- of scale- with higher rooflines due to increased floor-to-floor heights and increased square footages compared to the surrounding existing homes. This continues to be a major concern of the DRB.

In addition to reviewing projects, the Design Review Board was engaged in the following:

- Met on-site at the Hosmer House and had a second meeting with the engineers and landscape architect for the project, the Acton Historical Society, Planning Department members and members of BoS to discuss how to lessen the impact of the street renovation/expansion on Hosmer House.
- Provided the Acton Historical Society with guidance and review of selecting a landscape architect to provide upgrades to the Hosmer House site.
- Reviewed Acton Historical Society's proposal to the Town for CPC funding.
- Wrote a letter of support for the Town's application for funding (of Kelley's Corner Traffic Improvements) to the Metropolitan Planning Organization.
- Attended the 6/26/17 public meeting concerning Kelley's Corner road improvements preliminary design. (we did not provide written comments)
- Attended the 6/28 public meeting concerning former Walker Realty Next Generation and Kennedy Nursery sites preliminary design presentation by Dale Design Landscape Architects. Comments were provided by DRB members that attended during the presentation.
- Attended a meeting concerning subdivisions and open space
- Invited Terra Friedrichs to a DRB meeting to discuss a tree protection by-law for the Town and to discuss a proposed statewide smart-growth zoning bill that could potentially remove local control over new housing projects.
- Reviewed and commented on a draft for Town sustainability policy
- Invited Mathew Selby, Director of Land Use and Economic Development to a DRB meeting to discuss streamlining of project review and ways or opportunities for the DRB to support other boards, the Planning Department and Planning Board, etc. in the future.

The goals for 2018 are to continue to improve the project review process, to support the Town in the rezoning and planning for Kelley's Corner, and to support the adaptation for a new by-law to protect existing trees and against clear-cutting of sites.

The Design Review Board meets the first and third Wednesday of the month in Town Hall, in Room 126. Please drop in and join us. Our email is: **drb@acton-ma.gov.**

The Board members are:

Holly Ben-Joseph (Landscape Architect), Chair Peter Darlow, (Architect), LEED AP- Vice-Chair David Honn, (Architect) - Associate Member
Kim Montella (Civil Engineer & Real Estate Agent) -

Member Emilie Ying - Planning Board Liaison
The DRB's Selectmen Liaison is Janet Adachi and we thank her for her efforts on our behalf. Ray Yacouby is the Planning Board Alternate liaison.

ECONOMIC DEVELOPMENT COMMITTEE

The EDC worked closely with Matthew Selby, Director of Land Use and Economic Development, to achieve BoS and EDC goals.

EDC Mission Statement

- Help attract, retain, and grow businesses and jobs in Acton and improve the economic environment
- Help increase the value and desirability of our community by supporting the needs of the current commercial and industrial businesses
- Promote the appropriate development, redevelopment, and renewal of commercial property.

2017 Accomplishments

Insulet Corporation

In February 2017, Insulet, an innovative medical device company, purchased 100 Nagog Park in Acton. The company planned to build its US manufacturing facility at this location. They also planned to move the corporate headquarters to this same location. Selby, with help and support from the Economic Development Committee, worked with Insulet on two articles for Spring 2017 Town Meeting.

The first article was a Tax Increment Financing (TIF) proposal that would reduce the taxes that Insulet would pay to the Town of Acton only on the improvements to the property. The TIF has no impact on the base tax rate for the property.

The second article dealt with zoning changes to allow Insulet to add to the existing building to support both its manufacturing and headquarters plans. Town meeting members overwhelmingly supported both articles. Insulet held its groundbreaking event in September 2017.

Brookside Shops

The EDC lent its support to the Planning Board to change the zoning or Brookside Shops (Staples, Trader Joe's, etc) to Limited Business, a designation that reflects the current use of the plaza and is the same zoning for most of the other commercial properties along Great Road (Routes 2A and 119).

Business Census

EDC members and other volunteers visited nearly all of the retail businesses in town during 2017, taking the first steps toward answering questions like "How many businesses are there in the Town of Acton?" This effort will continue in 2018.

Current Projects

The EDC is currently working in the following areas.

- Business Census
- Business Guide
- Work with Other Committees
- EDC Counsel and Support

Business Census

The EDC is working on a census all of the businesses in town. The census is being conducted by volunteers who visit each business and collect a small amount of information about each business. The first phase of the project (2017) covered all retail businesses. A second phase (early 2018) will include healthcare, professional, and other office businesses. The final phase (end of 2018) will include all remaining multi-person businesses. The information that is collected will be available when the project is complete.

Business Guide

Selby is writing a Business Guide for the Town of Acton. This guide will help new business owners navigate the myriad of certificates, permits, and licenses that may be required for the business.

The EDC will provide editorial and writing support for this project.

Work with Other Committees

The EDC continued its participation in the current Master Plan (Acton 2020) via representation on the Kelley's Corner Steering Committee (KCSC).

The EDC is working with KCSC and other committees on proposed plans for future development of the Kmart property in Kelley's Corner.

The EDC is participating on the 348-364 Main Street Master Planning Committee (Kennedy Landscaping, etc). It has offered its opinion on proposed uses for this property.

EDC Counsel and Support

The EDC will continue to work with Selby to support and advise businesses interested in relocating to Acton.

EDC Projects for 2018

Listed below are EDC top projects for the coming year.

- Tax Incentive Policy
- Focus on Revitalizing South Acton Village
- Sewers in West Acton

Tax Incentive Policy
Working with Insulet's requests for tax relief indicated that the town needs guidelines for future negotiations with businesses planning to move into town. Selby will work with the EDC to develop these guidelines.
South Acton Village

- Business Census (ongoing)
- Business Guide (ongoing)
- 348-364 Main Street Master Planning Committee (ongoing)

The EDC recognizes that Kelley's Corner and West Acton have other groups and committees focused on their growth and success. The EDC itself will focus on efforts to revitalize South Acton Village.

Sewers in West Acton
The EDC will communicate with West Acton businesses and residents to enlist their support for extending sewers to West Acton. It will work with other Boards, Committees, Town Departments, and the Director of Land Use and Economic Development to achieve this goal.

Membership and Meetings
In 2017, the EDC modified its membership requirements so that fewer members are required from this or that board or committee. The EDC currently has ten members and one vacancy.

The EDC meets on the first and third Thursday of every month at 7:30 pm in Room 9 of Acton Town Hall on Route 27.

EDC Members
Ann Chang
Chingsung Chang (Board of Selectmen)
Dave Didriksen
David Foley (Vice Chair)
Derrick Chin (Planning Board)
Josh Fischel (Clerk)
Larry Kenah (Chair)
Mike Majors (Finance Committee)
Peter Daniel (Chamber of Commerce)
Shirley Ming

KELLEY'S CORNER IMPROVEMENT INITIATIVE STEERING COMMITTEE —

The Kelley's Corner Improvement Initiative Steering Committee met frequently in the latter half of 2017. The Committee's efforts focused on the development of the Infrastructure Plans as well as meetings with a potential development team for the current Kmart site.

The Committee met with the civil engineering consultants to review the ongoing design, we met with representatives of the Acton Historical Society to look for approaches to the infrastructure plan that will mitigate any impact on the Hosmer House, and the Chair and the Planning Dept. met with representatives from the schools to discuss solutions to the traffic bottlenecks at the Charter Road entrance to the schools.

The Committee has had several meetings with the potential development team for the Kmart site and has organized and supported group meetings with the developer and representatives from Town committees including those from Finance, ACHC, and EDC.
2018 will include additional outreach to the general public for both the Infrastructure and development plans.

The Committee added one new member.

Andrew Brockway
Chair, Kelley's Corner Improvement Initiative Steering Committee

LAND STEWARDSHIP COMMITTEE

The Land Stewardship Committee is made up of volunteers and is sponsored by the Acton Conservation Commission. It is responsible for the care of over 1,700 acres of Acton's conservation lands. There are 9 voting members and 11 associate members. The committee is chaired by Bruce Rachman. Each conservation land has a mapped and blazed trail system and has an assigned steward. This year Jezanna Gruber was sworn in as an associate member to steward the new portion of Heath Hen Meadow that came over to the Town of Acton with the purchase of 176 Central Street in 2016. The cemetery trails are sandwiched between the new 12-acre portion of Heath Hen Meadow to the north and the existing 113-acre portion of Heath Hen Meadow conservation land to the south. The Cemetery Commission gave permission for stewards to blaze commonly-used trails on Mount Hope Cemetery land and the land stewards are creating maps that show this trail system as a whole.

Land stewards perform many outdoor tasks continuously to keep our trails in tip-top shape such as pruning, blazing, mowing meadows, supplying maps, removing trash, cleaning up vandalism, reporting encroachment and/or illegal dumping. There are sub-groups who work on mapping our conservation lands with an eye towards improving accuracy and ease of navigation for the public.

Eagle scouts completed two projects on conservation land this year: Rowen Thaure built a kiosk at the Robbins Mill conservation land entrance at Carlisle Road. Sam Berrey built a new kiosk at the School Street entrance to Great Hill conservation land. Jeremy Doiron built a new kiosk at the trailhead of the Assabet River Blue and Green Trail on Old High Street. All of these Scouts removed invasive plants and spread mulch at their worksite. Eagle Scout carpentry projects are supervised by Bruce Rachman. Scout troops regularly support conservation land through community service by building boardwalks, kiosks, new trails, and remove invasive plants. Bruce Rachman provided assistance to the town in May by creating the plans and building a 20-foot bridge over a small creek on the ***Assabet River Blue and Green Trail*** located in between Old High Street in Acton and Colbert Avenue in Maynard. Many other stewards and volunteers helped build the bridge and boardwalks along this trail, even though it is not considered conservation land and is actually on the same municipal parcel as the waste water treatment plant.

The land stewards go over and above to restore areas overtaken by invasive plants. For example, a dozen workdays were held on Nagog Hill conservation land this summer to clear bittersweet, multi-flora rose and honeysuckle from a beautiful, double-wide stone wall. The result provides the "long view" enabling visitors to enjoy a vista across two meadows from the trail.

The land stewards maintain a volunteer list for those who want to participate on a variety of trail projects. No experience is necessary. Please visit their website **www.actontrails.org** and click on the blue VOLUNTEER button on the home page. Thank you to all the land stewards and the citizens who support them. This is an incredibly dedicated group of people who care deeply about Acton's open space and natural resources.

NATURAL RESOURCES

The Natural Resources Division is comprised of Conservation, Recreation and Cemetery; and its staff is directed by Tom Tidman, Natural Resources Director. Please refer to the Recreation Department and the Cemetery Commission reports for further details.

Conservation Commission/Wetlands Filings in 2017:

- 12 Request for Determination (RDA)
- 22 Notice of Intent (NOI)
- 3 Abbreviated Notice of Resource Area Delineation (ANRAD)
- 26 Certificate of Compliance (CoC)

Changes in Conservation Commission members: Suzanne Flint has joined as an associate member of the Conservation Commission. The Conservation portion of Natural Resources is supported by two part-time staff, Fran Portante and Bettina Abe.

The Acton Arboretum has a new well and irrigation system, primarily funded by a 2015 Community Preservation Act grant. Eight faucets were installed along with new, plastic water lines. This will enable volunteers to more efficiently water the Arboretum's many gardens. A new China Trail/Garden project is in the design and fundraising phase with support from the Acton Chinese-American Civic Society, the Friends of the Acton Arboretum, and the Acton Chinese Language School. The approximately 100-foot long trail will connect the rhododendron and fragrance gardens. Features will include a painted, red bridge over a rocky stream bed and a mixture of new plantings indigenous to both Asia as well as to New England. Also completed at the Arboretum is a new cedar kiosk adjacent to the main entrance on Taylor Road, funded by a Community Preservation Act grant. The old kiosk will be relocated to another trailhead in town.
The summer of 2017 was the last year that a 2015 CPA Grant paid for professional services to remove water chestnut plant (Trapa natans) infestations from Ice House Pond and Robbins Mill Pond, both impounded portions of Nashoba Brook. There were relatively fewer plants that needed to be collected this year than in the two previous. It is hoped that these ponds will remain clear for several consecutive years without intervention.

Other intensive work to remove invasive plants at NARA Park and a majority of Acton conservation lands is ongoing by volunteer work crews who dig, cut and/or pull out glossy buckthorn, garlic mustard, knotweed, burning bush, honeysuckle, multi-flora rose, barberry, purple loosestrife, tree of heaven and Norway mapleseedlings. Civic volunteer crews such as the New England Aquarium Blue Ambassadors, Cub Scouts, Boy Scouts and church groups conducted multiple invasive plant removal workdays this year.

Land Steward volunteers regularly remove dangerous or fallen trees from trails, cut and remove overgrowth, mulch trails, repair boardwalks and build new roofs on kiosks. Three Eagle Scouts built new kiosks on Acton's trails this year: Sam Berrey, Jeremy Doiron and Rowen Thaure. Land Stewards and Natural Resources worked collaboratively to build multiple boardwalks through mud and a 20' bridge over a tiny creek at the new Assabet River Blue and Green Trail. There is a new trailhead located on Old High Street in South Acton near the Powdermill Dam on Route 62 (Powdermill Road). The trail allows one to walk along the Assabet River shoreline for one mile into Maynard, terminating at a cul-de-sac on Colbert Avenue. Another trailhead with a kiosk and small, gravel parking area will be constructed on Parker Street. The trail provides ample vistas for wildlife viewing. Still to construct is a boardwalk with a bench to observe the view, enjoy lunch, fish or launch a kayak for a paddle upstream. There will be two historical information panels installed along the trail informing visitors about the Pine Hawk Native American archaeological site as well as the history of the Powdermill Dam.

As always, the three Acton Cemeteries (Woodlawn, Mount Hope and Forest) were immaculately maintained this year. Please see the Cemetery Commission report for further details.

The WildAware program is continuing to publish wildlife awareness articles in the local Beacon newspaper once or twice a month. A wildlife and nature appreciation program for teachers was held at the Acton-Boxborough School District Professional Development day. A WildAware exhibit was displayed at the November AB PIP STEM "Discover STEM" showcase of interactive science open house for students in grades 7 through 12 plus adults. Acton WildAware can be found on Facebook.

Thanks to the volunteers who serve on the Recreation Commission, Land Stewardship Committee, Conservation Commission and Cemetery Commission. Thanks to the Friends of the Acton Arboretum, Inc. and to AB Regional School student volunteers. Thanks to all the other many community members and their organizations who tirelessly work to protect and improve Acton's natural resources.

OPEN SPACE COMMITTEE

The Open Space Committee is responsible for evaluating open space preservation opportunities within the Town of Acton, acting as an advocate of land protection to Town boards, and keeping the public informed about progress made in implementing the goals of the Town of Acton *Open Space and Recreation Plan,* as well as updating the plan on a periodic basis. The Committee advises various Town boards on specific land acquisition and protection opportunities, including assessment of lands associated with Chapter 61, 61A and 61B offerings, land-set asides, and land gifts or defaults to the Town. The Committee also acts as the municipal liaison with individuals, land protection advocacy groups, and land conservation trusts active in the preservation of open space. In addition, the Open Space Committee acts as the sponsor for specific open space protection proposals.

During the past year, the Open Space Committee participated in the successful protection of a key parcel of land on the shores of Grassy Pond. The Committee worked closely with the landowners, the Acton Conservation Trust, and the Town of Acton Community Preservation Committee to bring this high-priority land purchase to Fall Town Meeting, where it was approved by the Meeting. The purchase of this 11 acre parcel results in the protection of approximately one-quarter of the Grassy Pond shoreline. It also links the Anderson and Bulette properties to the west to the Grassy Pond and Nagog Hill properties to the east, creating a continuous green belt and trail system extending several miles across Acton. Meanwhile, the Committee continues to work with several other land owners who may be interested in either selling land to the Town, or having the Town buy a conservation restriction for the property that would permanently protect the land as open space. These have included key properties abutting Great Hill and Heath Hen Meadow, as well as one of Acton's largest remaining farms. This work is ongoing and will hopefully lead to land preservation opportunities being brought to future Town Meetings. The Committee has been greatly assisted in its efforts by the Acton Conservation Trust, and expresses thanks to this private, non-profit organization led by Susan Mitchell-Hardt. The Committee also thanks the Sudbury Valley Trustees, a regional non-profit land protection organization, for its ongoing advice and support of the Committee's land protection endeavors.

The Commonwealth-approved Town of Acton Open Space and Recreation Plan is available on-line at **http://doc.acton-ma.gov/dsweb/Get/Document-50377/2015%20Acton%20OpenSpace.pdf.** In addition to offering a wealth of information on the Town's natural and recreational resources, Commonwealth approval of the plan allows the Town to apply for state land purchase funds, an avenue of resources the Committee looks to actively pursue.

Members of the Committee:
Andrew Magee, Chair
Ye Emilie Ying, Planning Board Representative
Terry Maitland, Conservation Commission Representative
Matt Mostoller, Water District Representative
Dick Hatfield
William Hill

Support and Partners:

Katie Green – Selectman Liaison
Tom Tidman – Town of Acton Natural Resources Director
Susan Mitchell-Hardt –Acton Conservation Trust Liaison

PLANNING DIVISION

The Division provides technical, logistical and administrative support for the Planning Board, Board of Appeals, Board of Selectmen, Kelley's Corner Steering Committee, and Community Preservation Committee. Ongoing major projects include the Assabet River Rail Trail, the Bruce Freeman Rail Trail, and the Kelley's Corner Improvement Initiative. The Division is responsible for zoning enforcement and community development. The Planning Division also participates in the Regional Housing Services Program with six surrounding Towns. Division staff: Roland Bartl, AICP, Planning Director; Kristen Guichard, AICP, Senior Planner; Robert Hummel, Assistant Town Planner; and Katelyn Huffman, Administrative Assistant.

Planning Board
Members serve 5-year terms. At the end of 2017, the Board's members were Ray Yacouby (Chairman), Derrick Chin (Vice Chair), Bharat Shah, Emilie Ying, Mike Mai, Anping Liu, and Jon Cappetta. There are two vacancies on the Board. Subdivision and zoning permit activity: 8 Applications and 3 Approval Not Required Plans (ANR). Members serve as representatives and liaisons to the Acton 2020, Community Preservation, Economic Development, Open Space, West Acton Sewer Action Advisory, and Water Resources Advisory Committees, on the Design Review Board, and as

representatives to MAGIC and MAPC.

Board of Appeals

Members serve 3-year terms. At the end of 2017, the Board's members were Ken Kozik (Chairman), Jonathan Wagner, Adam Hoffman, Suzanne Buckmelter, and Francis Mastroianni. There is one vacancy. Zoning permit activity: 8 Applications

Board of Selectmen

Zoning permit activity: 5 Applications.

Rail Trails

The Bruce Freeman Rail Trail (BFRT) and Assabet River Rail Trail are under construction and expected to be completed in Summer of 2018.

See separate reports by the Kelley's Corner Steering, and Community Preservation Committees.

Roland Bartl, AICP
Planning Director

RECREATION DEPARTMENT

OVERVIEW

The Town of Acton Recreation Department is a division of Natural Resources, supervised along with Conservation and Cemetery by Natural Resources Director, Tom Tidman. The Recreation Department oversees activities at the Nathaniel Allen Recreation Area (NARA), municipal athletic fields, T.J. O'Grady Memorial Skate Park, Gardner Field Playground, Goward Playground, Robbins Mill Recreation Area, Camp Acton, and the Community Gardens. It operates NARA Summer Camp. It also issues rental permits for use of fields and facilities by individuals and organizations. The Recreation team strives to carry out its work according to its mission statement: "Building a sense of community through quality recreation."

The department is administered by Cathy Fochtman, Recreation Director since August 2006. Full-time staff includes: Maura Haberman, Event and Program Coordinator (14 years); Melissa Rier, Recreation Coordinator (6 years); and Mary Lou Repucci, Office Manager (12 years with the Town). Recreation also relies on the services of senior worker, Barbara Willson, and many volunteers. Seasonal employees include NARA Summer Camp and Beach staff, park rangers, parking lot attendants and a groundskeeper.

Recreation initiated NARA Park operations in spring 2000. An extensive 40-acre public park, NARA Park (25 Ledge Rock Way) has seven acres of irrigated softball/soccer fields and the accessible Joseph A. Lalli Miracle Field. The Amphitheater accommodates over 3,000 and has a stage, electrical storage shed,multiuse shed and snack bar. NARA also has a fenced playground, volleyball courts, one-mile accessible paved walking trail, 500-foot beach with three shade structures and nine-acre fresh water pond. The Bathhouse Pavilion has a snack bar, offices, restrooms and changing rooms. Under construction are the Sports Pavilion and a section of the Bruce Freeman Rail Trail scheduled to open in summer 2018. Planning is underway to add Picnic Pavilion restrooms funded by the Community Preservation Act.

Recreation offers more than 140 programs and bus trips. Available to residents and non-residents alike, activities are inclusive and are taught by independent contractors, Recreation staff and other Town employees. NARA Summer Camp offers arts and crafts, theater, sports, swim lessons, nature and conservation education and field trips. Field and facility rentals are available by paid permit. The bi-annual program booklet is mailed to 12,000 homes and businesses in Acton and Boxborough with additional marketing through social media, e-newsletters and local newsprint. Registration is available in person at our 50 Audubon Drive office, by mail (472 Main Street), or online at **www.acton-ma.gov/register.** This year we staffed the NARA Park office on Saturdays from May through August, providing additional onsite service.

2017 HIGHLIGHTS

Acton Recreation Center:

On October 13 we held a ribbon cutting ceremony to open our new Acton Recreation Center located at 50 Audubon Drive in South Acton. Many attended and we were presented with a Senate Citation from Senator James Eldridge. We extend our gratitude to those who settled us here: Municipal Properties, Natural Resources and the IT Department. Our new location allows for expansion of winter programs; we ran a well-attended December School Vacation Week program and plan to offer February and April programs as well. We're excited by the opportunity to respond to the community with this beautiful, versatile facility!

L to R: Danillo Sena, District Director, Office of Senator Jamie Eldridge, Maura Haberman, Cathy Fochtman, Mary Lou Repucci, and Melissa Rier

NARA Master Plan:
A major undertaking for Recreation and Conservation staff was completion of the NARA Master Plan, approved by the Board of Selectmen and printed this year. The NARA Master Plan incorporates staff input and addresses citizen feedback received by 414 responses to a public survey. Often cited as a "regional destination," NARA constantly evolves, and with it the variety of needs to be fulfilled; the Master Plan provides a comprehensive blueprint for the future.

T.J. O'Grady Skate Park:
This year we actively sought funding for the final phase of the skate park, creation of a triangular skate plaza. We have applied for a second Community Preservation Act grant and are seeking other funding sources. Recognizing the importance of this resource to youth, we continue to work toward finishing this project.

Sports Pavilion:
The new Sports Pavilion is in progress at the north end of the Park. Designed to serve multiple purposes, it will provide accessible restrooms, office space, a concession stand and the future center of NARA Summer Camp. Foundations have been poured and two modular units donated by J. Redmond Corp. are in place. Interiors stripped by inmates from MCI Shirley are ready for remodeling. The Recreation Department is happy to have this essential facility become available to the Miracle League of Massachusetts, strong supporter throughout the design and construction process.

NARA's Nathaniel Allen Memorial:
In 2013, the Board of Selectmen renamed NARA from North Acton Recreation Area to Nathaniel Allen Recreation Area. Nathaniel Allen served in the Civil War and was awarded the Congressional Medal of Honor for bravery at Gettysburg. Buried at Woodlawn Cemetery, Nathaniel Allen has long stood as a local symbol of service to community. With the assistance of the Natural Resources crew and 13-year-old Eagle Scout Ethan Funk, the Nathaniel Allen Memorial was installed in September by Kevin Duffy of Line & Stone, Inc. The bronze plaque was designed by residents Dennis Ahern, Jim Ettwein, Mike Gowing and Veterans Officer James MacRae and is located at the park entrance near the bathhouse. Embedded in a prominent boulder, it is surrounded by attractive landscaping. Ethan Funk fundraised $440 for the project. Well done!

NARA Summer Camp:
Recreation administers NARA Summer Camp for children ages four through thirteen and a Counselor in Training (CIT) program for ages 14 and 15. Camp ran for ten weeks, from June 26 through September 1, with 299 participants. Director, Milton Link, was new to NARA Camp, but brought considerable experience to the position. Each week offered themed activities and field trips. For Beach and Camp operations we employ close to 60 seasonal staff employees. The Recreation Department donated $5,000 through the Doli Atamian Campership Program to provide scholarships enabling qualifying Acton children to attend.

NARA Beach:
The only public swimming beach in Acton, NARA offers an oasis for people to cool off in fresh, clean water. This year it served 442 members. 3,251 daily passes were issued. The season opened on Saturday, May 27, closing on Friday, August 25. The lower park and beach area were consistently busy. Operations consisted of a lifeguarded beach, boat rentals, bathhouse, and snack bar oversight. The Bathhouse Pavilion was also used weekdays by NARA campers. Lifeguards offered Red Cross Swim Lesson group instruction to the public and to our Mighty Mini campers. Summer was hot and dry; however, Board of Health water quality test results May through August showed a sustained safe level -- there were no beach closures. Doli Atamian scholarships funded by Recreation provided twelve qualifying Acton families with annual Beach Memberships.

Community Gardens:
Recreation manages three separate Community Garden sites with a total of 118 plots: Morrison Farm, 116 Concord Road (50 plots); North Acton, 845 Main Street/Route 27 (44 plots); and the new Hebert Farm, 88 Prospect Street, introduced this year (24 plots). Community Gardens were in high demand with most plots rented prior to the season start. After a severe drought in 2016, more moderate weather and consistent rain in 2017 was a welcome relief. Gardeners adhere to watering restrictions implemented by the Acton Water District, which services all three Community Gardens.

Joseph A. Lalli Miracle League Field:
The Joseph A. Lalli Miracle League Field remains one of the few accessible ball fields in New England. Since founding the Miracle League of Massachusetts in 2008, Lauren Richardt has been the driving force behind its phenomenal growth. The Miracle League of Massachusetts is operated in part by a large base of community volunteers.

Jones Field and Playground:
This year the Jones Renovation Committee was formed, led by Melissa Rier. In 2017 the Committee raised over $7,000 to renovate this recreational area

to accommodate a new playground, basketball court, pickleball courts, volleyball courts and walking trail. The Committee plans to host multiple fundraisers throughout 2018 to reach its goal of $50,000.

EVENTS

Through the generosity of business sponsors, donors and onsite contributions, 2017 was a successful year of well-attended concerts and special events at NARA:

- Winter Carnival, February 4, was a blustery day with a variety of outdoor activities; it boasted the largest attendance in the history of this event.
- Beach Party Blast kicked off summer on June 24 with a free concert by the Scooby Snax Band, NARA Beach open admission and fun games.
- Members of A Far Cry professional ensemble performed a classical concert on June 22 for the public funded by an anonymous citizen of Acton and the Steinberg Lalli Charitable Foundation.
- Our famous Independence Day Celebration was held on Saturday, July 1 and featured Family Fun Time, a free concert by Thirty 6 Red and Acton's renowned fireworks display by Atlas Pyrotechnics. We are grateful to Donelan's and Gould's Clothing for sponsoring the fireworks!
- Our annual marionette show on July 13 featuring the performance "An Arabian Adventure" was moved indoors to Town Hall due to rain. This worked well!
- Eaglemania, a ticketed event, played to a large audience on July 14 with perfect weather.
- Returning to NARA by popular demand, The World Famous Glenn Miller Band performed on July 21. This concert was enjoyed by the many who braved a very hot and humid day.
- Our annual children's concert on July 20 featured Karen K & the Jitterbugs, a charming family entertainer. We brought in a large waterslide to keep the kids cool on one of the hottest days of 2017.
- Pamela Hines Jazz Quartet performed a fabulous concert with members of Indian Hill Music on July 27th.
- A special ticketed concert this summer was "The Glimmer Twins", Rolling Stones Tribute Band. They rolled into town on July 28 and performed a traditional Stones show that included look-sound-dress-alike Stones performers.
- Studio Two, Beatles Tribute Band, drew another huge crowd on August 3.
- Chicago Total Access performed a free concert on Aug. 10, perfect for all ages.
- Loose Connection, a local, very talented band performed a terrific concert on Aug. 17. Acton's Deputy Police Chief, Jim Cogan is part of this great band and we were happy to host this concert to help raise funds for the Acton Police Association.
- The elegant 4th Annual Chinese Music and Dance Night took place on August 24 in partnership with the Acton Chinese Language School and underwritten by a grant from the Acton-Boxborough Cultural Council.
- On the following evening August 25, Kashmir, the Ultimate Led Zeppelin Tribute, rocked a tremendous crowd at our final special ticketed concert. This was the largest crowd we drew at our ticketed events, and they delivered a great performance.
- Our season concluded with Monsterbash on Friday, October 20, the largest group of ghosts and goblins yet.

We were fortunate to have been able to hold all of our events on schedule this year, except for Kashmir. Beautiful skies proved to be an event planner's dream!

In addition to our own events, Recreation actively supported these 2017 events at NARA Park: The American Cancer Society Relay for Life; PMC Kids; The Miracle League Family FunFest; and Essence of India-A Celebration of Cultures. We also supported the Acton Lions Club Town Fair at the School Street Fields. Acton Recreation is an active member of the Middlesex West Chamber of Commerce. Maura Haberman served as MWCOC president in 2017.

SPONSORS

We recognize the generosity of sponsors and donors who funded our array of concerts and special events. The Town would like to thank our many event supporters who make all our summer events possible. **Diamond Sponsor** - Insulet Corporation, **Platinum Sponsors** - Donelan's, Dunkin' Donuts, Gould's Clothing, **Gold Sponsors** - Cambridge Savings Bank, Get In Shape For Women-Acton, Roche Brothers, TD Bank, **Silver Sponsors** - DCU Credit Union, Emerson Hospital, Enterprise Bank, Especially For Pets, Mortgage Network, Inc., Reichheld Ting Orthodontics, Rescom, Revolution Community Yoga, Sechrest & Bloom, LLC, Sorrento's Pizza, The Homesteader, **Bronze Sponsors** - 421 Mass Ave. Sunoco Gas, A-B Cultural Council, Acton Lions Club, Acton Wine & Spirit, Burton's Grill, Century Bank, Concord Teacakes, Debra's Natural Gourmet, Life Care Center Of Acton, Middlesex Savings Bank, Plymouth Rock Assurance, Pro-Tech Gas 2A/27, The Thoreau Club, Workers' Credit Union, Steinberg Lalli Charitable Foundation, Visiting Angels-Acton, **Basic Sponsors** - 1 On 1 Self Indulgence Spa, Acton Ford, Levine-Piro Law, P.C., Levitt Law Group, **Friend Donations** - Barron Chiropractic & Wellness Center, Gould Law Offices, James V. Tabner, Counselor At Law, Joseph Perry Plumbing and Heating.

IN RECOGNITION
Each year at its Independence Day Celebration, the Recreation Department recognizes an outstanding volunteer. Acton resident Steven T. Repucci was awarded Acton Recreation Volunteer of the Year for his beautiful work capturing photographs at our events, parks and programs. Many of his photographs may be seen throughout our program booklets, e-newsletters and Facebook pages. Steven's commitment to capturing the memories of our events is greatly appreciated. Our Student Volunteer of the Year award recognizes a student whose contribution stands out. Mehul Suri of Acton was awarded this honor for his steady and reliable hard work throughout the calendar year. Mr. Repucci and Mr. Mehal were honored by Senator James Eldridge with a Senate Citation. Our gratitude goes out to our esteemed honorees.

THANK YOU!
We thank the many volunteers who assisted our mission: Acton-Boxborough youth and adult sports leagues, Acton Lions Club, Acton-Boxborough Rotary Club, Middlesex West Chamber of Commerce, Acton Garden Club and Acton-Boxborough Family Network; Media outlets Acton-Boxborough Beacon, Action Unlimited, ActonTV, Wicked Local, Town Planner and the Globe West; Acton-Boxborough students; Andy Magee, birder, Bill Klauer, historian, Steven T. Repucci, photographer; Members of the Recreation Commission and our Town of Acton colleagues: Municipal Properties, Police, Fire, Health, Building, Highway, IT and Emergency Management Services. A special thank you goes to the Natural Resources crew for maintaining our parks, fields and playgrounds year-round, and to Bruce Carley, NARA groundskeeper. The Recreation Department staff feels privileged to work alongside these individuals and organizations.

Recreation Department Staff:
Ms. Cathy Fochtman, Recreation Director
Ms. Maura Haberman, Event & Program Coordinator
Ms. Melissa Rier, Recreation Coordinator
Ms. Mary Lou Repucci, Office Manager

Recreation Commission:
Mr. Stephen Trimble (Chair)
Mr. Joe Will
Ms. Barbara Willson
Mr. Edward Holcomb
Mr. Tom Heinlein (retired)
Ms. Nancy Gerhardt (retired)
Ms. Carol Gerolamo (retired)

SEALER OF WEIGHTS & MEASURES —

The Sealer of Weights & Measures, Matthew Dow and the Deputy Sealer of Weights & Measures, Evan Carloni, were certified by the Commonwealth of Massachusetts, Division of Standards as Weights & Measures Inspectors on October 20, 2017.

The Sealer of Weights & Measures annually checks the accuracy of all weighing and measuring devices used by all retail and wholesale businesses in the conduct of their trade. This includes scales, gasoline and oil pumps, scanners, yard goods and measuring devices.

Number of devices sealed:
Scales
139
Gas/Oil Pumps
241
Scanner Inspections
46
Apothecary Weights
58
Reverse Vending
18
Oil Trucks
8
Propane Trucks
1
Bulk Storage
1

Respectfully,
Evan Carloni
Deputy Sealer of Weights & Measures

HIGHWAY DEPARTMENT

SNOW

Last winter our crews were called upon 64 times to fully treat the road surfaces. The department plowed the roads 12 times and scraped roads of slush and packed snow. The first snow fall of the winter arrived on December 16, 2016 and the last snow was on March 31, 2017. Total snowfall for our area was just over 64". Between storms the Highway crew continued to remove snow from sidewalks, intersections and cul-de-sacs. I am very proud and appreciative of the dedication and hard work the crew put in during this time. Acton residents are reminded that sand and salt is available at the Highway Department. Additional information regarding the town's snow plowing and mailbox replacement policy is available on the town web site. The Highway Department is purchasing salt off of the Massachusetts State bid which proves to be more cost effective.

ROADS

All roads, sidewalks and town parking lots were swept in the spring. Pavement markings on streets and in parking lots were also painted during the spring. As time allowed, lawn damage from plowing was repaired. Asphalt berms were installed in numerous areas around town to resolve severe erosion that was undermining the road edges. Wash outs from heavy rains were filled.

Under our Pavement Preservation Program all roads were evaluated. The Highway Department has used this program since 1980. Marian Rd, Windemere Dr, Woodchester Dr, Beverly Rd, Flint Rd, Kelley Rd, Nadine Rd, Doris Rd, Francine Rd, Central St, Alcott St, and Lexington Dr, were milled, leveled, structures adjusted and fully resurfaced.

Message boards were set out and programmed when needed.

DRAINAGE

The Highway crew performed their annual task of flushing and replacing drainage pipes, as needed. All sluice ways were cleaned. In addition, all drainage structures were cleaned and repaired as needed. The time needed to clean basins has been greatly reduced because sand is no longer used for snow and ice removal. Beaver dams were removed in culverts under the direction of the Natural Resources Department. Drainage improvements were done on North Main St. Sixteen catch basins and five manholes were repaired. The crew also replaced a culvert at 210 Arlington St, along with 120'of subdrain on Hillcrest Dr.

SIDEWALKS/SPECIAL PROJECTS

The Highway crew continued to work on new stonewalls and sidewalks on High Street.

MACHINERY

The Highway Department is responsible for the maintenance of all town owned vehicles and equipment (excluding the School & Fire Dept) whether it is performed in-house or sent out for specialized repairs. There are 161 vehicles/pieces of equipment that is maintained by the Highway Department including many smaller pieces of equipment.

The Highway Department is also responsible for maintaining the fuel pumps for the town and school department in addition to purchasing the fuel for all town vehicles (excluding the School Dept).

RECYCLING AND TRANSFER STATION

The Highway Department operates the transfer station and recycling area. Refuse (known as Municipal Solid Waste or MSW) was accepted at our site and transferred to Wheelabrator North Andover, MA.

The Pay As You Through (PAYT) program began its third year in September. We continue to see a significant increase in recycling and a decline in MSW.

We have made significant progress in the recycling area. We accept CRTs, fluorescent light bulbs, clean styrofoam packing materials, small stones, rocks, concrete, batteries, hard drives for shredding, mattresses, heavy plastics and food waste. Leaves, Christmas trees, clippings and brush are also accepted at the Transfer Station. We participate in the Cell Phones for Soldiers Inc. project in support of our military serving overseas. This is a 501(c)(3) non-profit organization dedicated to providing cost-free communication services to active duty military members and veterans. There are also drop boxes at the PSF and both libraries in town.

The Swap Shop was opened for its second year. It is solely run by volunteers and operated from the spring through the fall months. The hours are dependent on the availability of the volunteers.

Compost bins and kitchen scrap buckets are available for purchase at the Highway Department during normal business hours.
The transfer station and landfill are inspected quarterly by an outside engineering firm to comply with DEP regulations. The transfer station is also inspected annually by the Department of Environmental Protection.
Handouts are available at the gatehouse that will answer your refuse and recycling questions. Information is also available on the town's web site.

It is a combined effort to keep the Highway Department running smoothly. I wish to thank all of the other departments for their help and assistance during the year. A special thank you goes to the Highway crew for the many projects undertaken and completed throughout the year.

HIGHWAY DEPARTMENT STAFF

Corey York, DPW Director
Karen Switzer-Neff, Highway Department Office Manager
Kevin Farrell, Assistant Highway Superintendent
Carl Maria, Crew Leader – Highway Department
Donald Hawe, Heavy Equipment Operator
William Wilkie, Equipment Repair Person
Michael Ricard, Heavy Equipment Operator
Joseph Borey, Crew Leader - Transfer Station
Collin Barry, Light Equipment Operator
Jon Bailey, Truck Driver/Skilled Laborer
Mike Horan, Truck Driver/Skilled Laborer
William Murphy, Heavy Equipment Operator
Mike Pacitto, Head Mechanic
Matt Lutinski, Equipment Repair Person
Jeff Newcomb, Heavy Equipment Operator -Transfer Station
Jason Kidder, Truck Driver /Skilled Laborer
Keith Martine, Landfill Checker
Thomas Gorman, Light Equipment Operator
Renato Savi, Truck Driver /Skilled Laborer

Respectively submitted,
Richard Waite, Highway Superintendent

MUNICIPAL PROPERTIES

The Municipal Properties Department implements the following duties:

1. Design, construction, renovation, maintenance, utilities, and management of all Town-owned buildings, excluding those controlled by the Regional School District.
2. Maintenance of the Town Common, roadsides, public street lights and municipal landscape areas.
3. Management of street trees as provided in MGL Chapter 87, and management of public nuisances related to shade trees, as provided in MGL Chapter 132.
4. Assistance to other Town departments as needed in the areas of purchasing, moving of furniture and equipment, municipal land management and construction.
5. Provide staff support to the Green Advisory Board.

FACILITIES PROJECTS

- Significant projects, repairs, and upgrades in the town's public buildings in 2017 started off with the emergency replacement of the boiler at the Memorial Library in late January due to an unrepairable crack that occurred in a section of the cast iron heat exchanger. Due to the urgent condition of the failed boiler, the Town requested and received an emergency waiver issued by the Division of Capital Asset Management and Maintenance (DCAMM) from advertising under MGL Chapter 149 for contracting a temporary portable boiler and the replacement of the cast iron portion of the existing boiler's heat exchanger. The Town was able to rent the temporary boiler through Wilkinson Mobile Boiler in order to maintain the core of the Library with heat; the emergency boiler replacement was completed by Dillon Boiler Services Company by mid-February. Special thanks go to two outstanding Municipal Properties employees, Dayle MacGillivary and Christopher West for their dedication to the continuous babysitting of the failed boiler until the mobile boiler could be connected, and tending to the portable boiler through the boiler replacement process.
- Through approval at the April 2017 Annual Town Meeting, the Town successfully completed the HVAC upgrade at Center Fire Station #1 on Concord Road. The contract was awarded to Enterprise Equipment Company; this project allowed for the replacement of the existing aged boiler with a high-efficiency boiler and the installation of several

additional split air condition/heat-pump units.

- The ethylene propylene diene monomer (EPDM) rubber flat portion of the roof at Center Fire Station #1 was also replaced.
- Previous studies conducted to determine the need, cost, and specifications for HVAC upgrades at the remaining two fire stations were reviewed and updated again this year. Through approval by the Budget Book Working Group, HVAC upgrades for these two fire stations were recommended to the Board of Selectmen to be on the April 2018 Annual Town Meeting Warrant.
- Additional offices in Town Hall were converted from fluorescent to LED lighting.
- Outdoor parking and security lighting at the DPW Building located at 14 Forest Road were converted to LED fixtures.
- Kitchen design and construction at the Human Services and Senior Center Facility located at 30 Sudbury Road was completed June 2017. Municipal Properties assisted the Town Manager and Information Technology Departments with the coordination and moving of office furniture and equipment for the departments of the Acton Nursing Service, Veterans Services, Council on Aging/Senior Center, Community Resources and the Transportation Coordinator.
- The 1.6-megawatt solar photo voltaic (PV) electric facility located on the capped landfill continues to benefit the Town with a fixed rate for electricity for Town-owned buildings and street lights by producing 1,978,867 kWh during Fiscal Year 2017.
- The future reuse of both the Morrison Farm and 17 Woodbury Lane remains undetermined at this time.

VEGETATION MANAGEMENT

Storm damage response continues to be a major activity for the Department; one burdensome winter storm on March 2, 2017, another storm on August 2, 2017, caused significant damage throughout the Flagg Hill development, areas along Summer Street and portions of Willow Street.

In 2017 Eversource Energy continued to be a very diligent partner in removing large hazard trees, both public and private, which endanger the overhead wires along two major circuits in Acton.

This Department has continued a roadside vegetation control program to open up intersections, road shoulders, and sidewalks. Approximately 50 miles of road shoulder are mowed several times each summer with the side arm mower or brush hog. In addition to the roadside mowing, the Department continues to attempt to control nuisance and invasive vegetation, including Poison Ivy, Oriental Bittersweet, Multiflora Rose, and Japanese Knotweed using a variety of techniques in accordance with the State approved five-year Vegetation Management Plan (VMP) that provides the framework for vegetation control techniques, including limited herbicide use. This VMP will be supplemented with Yearly Operational Plans (YOP) that includes specific techniques and locations each year.

The recent mild winters have caused the continued battle with Winter Moth, Hemlock Wooly Adelgid and Gypsy Moth. A prolonged period of extreme cold (-26F) will kill most egg masses and wet, cold springs are detrimental to larvae. A period of drought from May through early July can limit the ability of certain fungi to kill the larvae. Acton also experienced an increase of anthracnose and tar spot in 2017.

- Winter Moth, an alien invasive insect, when the insects are in caterpillar stage they defoliate many deciduous trees. Their preferred hosts are oak, maple, and apple trees; other host trees include but are not limited to cherry, basswood, ash, white elm, crabapple, and blueberry. The adult stage, a small tan or gray moth are present in December and clustered around outside lights. The female cannot fly and usually found at the base of trees but can be found almost anywhere; she emits a pheromone to attract males. After mating the female deposits her eggs mainly in bark crevices; each moth can lay 100-200 eggs.

- Hemlock Wooly Adelgid (HWA), another alien invasive insect that feeds on Canadian Hemlock trees, continues to be a problem in Acton. This insect has caused significant tree mortality as it works its way north along the Eastern Flyway. At this point, the only area-wide control is an uncommonly cold winter, which happens every few years.

- Areas of Gypsy Moth infestation were on the rise again in portions of Acton; although this insect has not been a significant pest since the 1980s, past experience at that time showed that White Oak cannot stand to be defoliated more than two years in a row. Due to more than normal rainfall experienced in May and June of 2017 that created an increase in fungal pathogens, hopefully, this increase will bestow a decline of the population in 2018.

- Emerald Ash Borer, another alien invasive insect,

has managed to move from Michigan, where it was first detected in the United State, to the Berkshires and Worcester County over the past ten years. This is an incredibly fast rate of dispersal, although it has still not been observed in Acton, we could expect to begin seeing it in our area in the next few years. This insect has been even more destructive than the Asian Longhorned Beetle.

- Asian Longhorned Beetle (ALB), which can cause extensive heartwood damage and structural failure of hardwood species. This insect originated in China and had been imported in wood dunnage such as freight pallets. Regulated areas are Worcester, West Boylston, Boylston, Shrewsbury, Holden, and Auburn; at the present time, the quarantined area is 110 square miles. The Boston infestation was eradicated. Regulations brought into effect ten years ago will probably reduce new importations, but it will be very hard to stop the spread of the insect outside of the quarantine area.

- In recent years that has been a great deal of decline and death of white pine noted generally in New Hampshire, Connecticut and Eastern Massachusetts caused by pathogens with white pine needle blight. It appears that this decline has been caused by successive years of drought stressing the trees since 2010; a needle cast fungus has infected the stressed trees. The increased precipitation experienced in May through July 2016 fostered the spread of the fungal pathogens in 2017. It still remains to be seen what the long-term outcome will be, but the situation is been studied by plant pathologists at the University of Massachusetts.

- Acton also experienced an increase of anthracnose and tar spot on many maple trees during 2017, both are fungal diseases. The most common symptoms of anthracnose appear in late spring and early summer, irregular lesions usually V-shaped or show as spots through the leaf veins. A severe infection can cause entire leaves to become brown and shriveled and can cause die back of young branch growth. Tar spot manifests itself May through June as visible round, pale green or yellow spots which will develop into shiny tar-like black spots on the leaves. These spots can be 1/4 to 1 inch in diameter, circular or irregular in shape that appears anywhere from mid to late summer. These spots can be tan or brown scattered ring patterns with irregular margins that can develop little fruiting bodies on the surfaces of the spots with fungal spores that look like tiny tendrils appearing on the back of the fruiting bodies after wet weather. The best prescription for these fungal diseases is to completely remove fallen leaves from around the vicinity of the affected trees in the fall; since the fungi can survive winter temperatures, this will reduce the number of infectious spores during the next growing season.

As you might note from the insect and disease reports above, many of these problems are caused, or exacerbated by environmental changes. There has been a noted shift towards generally warmer conditions, regardless of cause. Over the past 50 years many formerly native species of trees in this area, such as Sugar Maple and White Birch, have struggled and generally do not naturalize, although they will still survive if planted here. Many insect and disease problems, native or imported, are more aggressive in warmer conditions. Over time tree species commonly found in the Mid-Atlantic States will push into New England to fill in the gaps, but the traditional New England landscape will be more common in northern New Hampshire, Vermont, and Maine.

In closing, special thanks go to the various civic organizations, volunteers, and Town departments who have assisted the Municipal Properties in the past year with particular appreciation to the Acton Garden Club's continued contribution to beautifying more than several public areas owned by the Town of Acton throughout the seasons.

Great appreciation is given for the hard work and dedication shown by the Municipal Properties staff:

John Fleming, Building Maintenance
Kim Gorman, Office Manager
Clark Hayward, Senior Worker
Paul Hunt, Groundskeeper
Ryan Hunt, Arborist, Crew Leader
Brian Kissane, Groundskeeper
Dayle MacGillivary, Building Maintenance Crew Leader
Malcolm MacGregor, Grounds Crew Leader
David Theriault, Building Maintenance
Christopher West, Building Maintenance
Thomas Leahy, Building Maintenance

Andrea Ristine,
Superintendent and Acting Tree Warden

ENGINEERING DEPARTMENT

Staff

Director of Public Works	Corey S. York, P.L.S., E.I.T.
Town Engineer	Paul Campbell, P.E., P.L.S.
Civil Engineer/Surveyor 1	QinRui Pang, E.I.T.
Secretary	Vacant

Services

The Engineering Department provides the Town's various departments and committees with civil engineering and land surveying services. The department has permanently relocated to "the red house" at 468 Main Street with Municipal Properties. During 2017, the Engineering Department worked on the following:

Public Works Projects

- Continued design and construction supervision of sidewalks such as on High Street and Taylor Road.
- Assisted the Natural Resource Department with the survey and design of multiple projects including Arboretum trails, a septic design for a proposed modular bathroom at the NARA picnic pavilion and the relocation of the New View trail easement off Central Street.
- Completed full site surveys of 4 Cherry Ridge Road and 66 Harris Street
- Assisted Highway with construction of the North Main Street storm water project and site work for the South Acton Commuter Parking Lot.
- Working with the Sidewalk Committee and residents on various sidewalk designs based on the committee's recommended priorities.
- Prepared a full revision to the Rules & Regulations for Construction Within Public Right-Of-Ways anticipated to be in effect in 2018
- Conducted traffic counts using the Department's counters/classifiers on various roads in Town.
- Working with the MassDOT on State-controlled projects roads such as the Route 2/Piper Road/ Taylor Road safety audit and the Assabet River and Bruce Freeman Rail Trail projects.
- Continuing our efforts to inspect, maintain and repair the town-owned bridges.
- Provided our assistance during the major storm events

Special Studies

- Assist the Sidewalk Study Committee with various questions related to sidewalks under consideration.
- Continued working with the IT Department to leverage our GIS on Public Works projects. Completed the first phase of storm water mapping program by verifying surface level storm water surface infrastructure (catch basins & manholes).
- Continued coordination with the Land Use Department in assessing the Town's storm water management program in anticipation of the EPA MS4 permit becoming effective in 2018
- Prepared material for Train Whistle Ban Study and a traffic study at Main St and Prospect Street
- Obtained a grant to begin the creation of a pavement management system
- In conjunction with the Land Use Department, developed and implemented rules and permitting procedure for Acton General Bylaw Chapter X passed by the Board of Selectmen in November.

Sewers

The West Acton Center Sewer Extension Project was contemplated in the Town's 2006 Comprehensive Water Resource Management Plan (CWRMP). In August 2016, the Design Basis Report was updated for West Acton Sewer Center (both east and west of the railroad tracks) for the Town's consideration and discussion. The key elements of that Design Basis Report are:

- The project concept would service almost 200 parcels, including the Douglas & Gates schools.
- The expected average daily sewer flow is 25,716 gallons per day. There is sufficient capacity in the existing treatment plant for this increase in sewer flow.
- The project concept cost, including contingency is approximately $12.5M.
- Various funding options will be considered to determine the most beneficial financial strategy for the community.

The Selectmen selected a West Acton Sewer Action Advisory Committee which meets monthly to focus the feasibility of the extension project. On-going information can be found online at http://doc.acton-ma.gov/dsweb/View/Collection-9473

New Development Work

The Engineering Department reviews plans and engineering calculations submitted for approval to various Town boards such as the following:

- site plans for the Board of Selectmen
- comprehensive permits for the Board of Appeals
- new special permits for the Planning Board
- new subdivisions for the Planning Board

The Department inspected the on-going construction activities to ensure compliance with plans and specifications.

Ongoing Duties

- Prepare amendments to the Traffic Rules and Orders and Rules & Regulations for Construction Within Public Right-Of-Ways.
- Prepared various Town Meeting Articles
- Maintain and update the Town atlas and other maps
- Maintain and repair the Town's 4 traffic signals
- Maintain and repair the parking meters at the South Acton Commuter Parking Lot
- Oversee the groundwater sampling and gas monitoring at the landfill
- Issue and inspect street curb cut permits and sewer connection permits
- Determine sewer betterments and privilege fees for development within the Acton Sewer District for approval by the Acton Sewer Commissioners
- Maintain record drawings of the Acton Sewer District
- Provide "DIGSAFE" utility marking within the Acton Sewer District
- Review building permits
- Review sewage disposal permits
- Manage the rental of the bicycle lockers at the South Acton Commuter Lot.
- Manage the reserved parking space program on Martin and Stow Streets at Jones Field

Resident Services

In conjunction with the Planning Department, the Engineering Department attempts to answer questions concerning flood plains, zoning, traffic signs, impacts of new development, property lines and a myriad of other topics. This Department researches deeds and plans available at the Middlesex County Registry of Deeds and makes copies for a nominal fee. This service is generally provided on a walk in basis, however making an appointment will assure the correct person will be available to answer your questions.

GREEN ADVISORY BOARD

Since 2009, the GAB has served in an advisory capacity to the Municipal Properties and School District staff, who endeavor to investigate and prioritize energy efficiency improvements and renewable energy sources for Acton's properties and schools. This year, Acton achieved a major milestone and received an official acknowledgement certificate from the Massachusetts Department of Energy Resources for reducing energy consumption by at least 20% from its FY2009 baseline year.

Financial aid has been received for efficiency projects through the Massachusetts Department of Energy Resources' Green Communities Grant (GCG) Program; the GCG accepts proposals from the Town, which also submits grants on behalf of the Regional School District. Additional financial support has come from incentives from the public utilities Eversource and NGRID. In FY2017, the Town was awarded and administered $245,497 in GCG funding. An additional $53,865 in incentives from the utility companies complemented the GCG funding to support this year's energy efficiency projects. This funding has enabled us to continue great progress in both the Town of Acton and the Acton-Boxborough Regional School District.

MUNICIPAL

Street Lighting

The Town of Acton, Municipal Properties Department in cooperation with Wellesley Municipal Light Plant completed the town-wide street light conversion to LED lights at the end of FY2016. These steps are reducing current street lighting electricity consumption by 22% which in turn allowed for a reduction in operation and maintenance costs by 55%.

Solar

The Landfill Solar Array produced 1,979 megawatt hours (MWh) in FY2017 calendar year. At the time of composing this annual report it has produced 8,112 MWh since coming online in January 2014. Excess electricity produced during summer months is "banked" with Eversource and is credited to the Town during less productive days of the winter months.

REGIONAL SCHOOL DISTRICT

Lighting and Mechanical

The District completed several major energy efficiency projects funded with the $245,497 in Green Communities grants awarded by Mass DOER, and with $53,865 in Eversource incentives. The projects included the following:

- LED lighting upgrades to 20 classrooms at McCarthy-Towne and Merriam Elementary Schools
- LED lighting upgrades to the ABRHS library, cafeteria and additional spaces
- LED lighting upgrades to RJ Grey JHS hallways and gym lobby.

Engagement and Excellence

District electricity use is down 35% from the FY2009 benchmark in FY2017, the eighth year in a row of reductions with a strong focus on energy efficiency and student and staff engagement in energy conservation. District natural gas use is down 24% from the FY2009 benchmark (weather-normalized), a slight increase over FY2016 due to heating the buildings during extreme cold snaps to protect infrastructure. These significant reductions in energy use yield both substantial cost savings and a smaller carbon footprint for the District.

Solar and Renewables

The District has deepened its commitment to renewable energy, and requires that 80% of all purchased electricity be from renewable sources as part of the supplier contract. The District has also contracted to receive net metering credit payments for a 400 kW solar parking lot array under construction in Woburn, MA.

The three PV solar arrays on school roofs (a total of 280 kW at ABRHS, RJ Grey JHS and Douglas Elementary School) generated 319,000 kWh of electricity in FY2017, which is 6% of the District's electricity use.

As a result of conservation, efficiency and renewable sourcing, the District has eliminated most of its use of fossil fuel-based electricity - an 85% reduction from the FY2009 benchmark - while also cutting energy costs substantially.

Vehicle Fuel Use

District school buses are fueled with ultra-low sulfur diesel (reducing particulate and nitrogen oxide emissions), and the bus fleet is equipped with clean Selective Catalytic Reduction technology (further reducing emissions). The District has a "no idling" policy for vehicles on school grounds, and buses areequipped with a shut-off mechanism that enforces no idling beyond five minutes.

FUTURE RESEARCH AND GOALS

In the calendar year of 2017, the Green Advisory Board will continue its assistance to the Town and School District as they plan for and implement Green Communities Grant projects. Additionally, GAB intends to explore electric vehicles and charging stations for the Town as well as methods of evaluating the carbon emissions of both public and private entities within town borders. In 2016, the Board of Selectmen approved an expansion to the GAB's charge; the GAB works to assist Town staff evaluate sustainable building opportunities and sound land development and protection practices.

Green Advisory Board Members:
Eric Hudson, Chair
Dennis Loria, Vice Chair
Mary Smith
Cameren Cousins
Stephen Lowe
Mona Chandra, Associate

Peter Berry, Selectman Liaison

Andrea Ristine, Municipal Properties Superintendent, Town of Acton
Kate Crosby, Energy Manager, Acton-Boxborough Regional School District

ANIMAL CONTROL OFFICER

During the past year we received 185 calls regarding animal problems or complaints throughout the Town of Acton. The calls primarily consisted of lost and found dogs. All dogs that were picked up were returned to their licensed owners. Additionally, 14 feral kittens were found and placed in area shelters. 40 Citations were issued for Town Bylaw E-23 or E24 violations.

Respectfully,
Patrick Palmer

ANIMAL INSPECTOR REPORT

57 Animals were quarantined for rabies during the past year. The quarantined animals consisted of 41 dog bites and 5 cat bites. 11 additional domestic animals were quarantined for wounds they sustained from encounters with wildlife other than a domestic animal.

All animals under quarantine were released after the necessary duration of quarantine and all were determined to be free from the rabies virus.

As in past years, 7 horse barns were inspected and all were found to be free of contagious disease. A total of 125 horses and ponies we counted during the inspection process and no issues were found. The animal barn census totaled 125 horses and ponies, No steers and 8 chickens.

Respectfully,
Patrick Palmer

William McInnis, Member
Michael Kreuze, Member
Rekha Singh, Associate Member
Thomas Jacoby, Associate Member

EMERGENCY MANAGEMENT AGENCY

The Acton Emergency Management Agency (AEMA) consists of the following:

- Communications/RACES (Ham Radio Operators),
- Auxiliary Fire, Rehab/Support Services Team,
- Shelter Management
- Explorer Post/Venture Crew 7(BSA).

All members are expected to take First Aid/CPR annually and First Responder Courses so that their training is up-to-date.

Our members provide First Aid services and Logistical Support at many of our Towns' celebrations including Patriots Day, Memorial Day, Independence Day, NARA events and other events.

Throughout the year, members have taken courses through the Federal Emergency Management Agency (FEMA) and the Massachusetts Emergency Management Agency (MEMA).

Our members have provided many volunteer hours to the Town of Acton beyond our regular meetings and trainings. The Agency is ready to respond to help make a difference in time of need and is available 24 hours a day. We can be contacted by calling 978-929-7730, leave a brief message along with your name and phone number. A member will get return your call as soon as possible.

The Acton Emergency Management Agency is always happy to accept applications for more volunteers.

Officers of Acton Emergency Management:
Mark Hald – Director
Matt Frost – Deputy Director
Gail Sawyer - Deputy Director, KB1ICF-RACES Operator, Explorer/Venture Advisor
Sheryl Ball – Shelter Coordinator
Evan Carloni – Shelter Coordinator

Members:
John Chalmers
Wayne Niemi
Shelly Northup, N1JVE, RACES
Northup, William, N1QPR, RACES
Christopher Ouelette, KB1ICG, RACES

ACTON EXPLORER POST/VENTURE CREW 7-SEACH AND RESCUE

The Explorer Post/Venture Crew is a division of the Boy Scouts of America, Sponsored by the Acton Lions Club in conjunction with the Acton Emergency Management Agency. Meetings are held on the 2nd, 3rd and 4th Wednesday evening of every month at 7:30 pm at the Acton Emergency Management Building at 3 School St. in South Acton. New members, aged 14 to 20, male or female are always welcome to join. If interested, please call 978-929-7730 leave a brief message and we will get back to you as soon as possible.

During the year, we have participated in many town activities including the Lions Club Town Fair, Independence Day , Ski and Skate sale, concerts at NARA Park- just to name a few! We have given more than 2000 hours to the Town of Acton and the Boy Scout community by providing First Aid and emergency services.

After a very courageous battle with cancer, Mark Casey passed away this fall. Mark had been a member of the Explorer Post for almost 20 years. Mark was well known in the community and will be missed by all who knew him.

Members:
Gail Sawyer, Advisor
Wayne Niemi, Associate Advisor
Chris Ouellette, Committee Member
Bob Ingram, Committee Member
Connie Sue Ingram, Committee Chair
Samii Trecartin, Member
Scott Landry, Member
Mark Casey, Member
Scott Konkle, Member

ACTON FIRE DEPARTMENT

Advanced Life Support:

The Acton Fire Department has always been committed to bringing the citizens of Acton the best service possible.
During 2017 the department has continued to hire Firefighter/Paramedics as personnel leave the department due to retirement or resignation.

On September 5, 2017, the Acton Fire Department began an advanced level of emergency medical service known as Advanced Life Support (ALS). This service is staffed 24/7 365 with Firefighter/Paramedics bringing to a patients "bedside" the highest level of medical treatment that can be performed outside of the hospital environment.

Acton Firefighter/Paramedics and Firefighter/EMTs work together, hand in hand to serve the community with pride and compassion.

I would like to thank the department's ALS advisory committee, Town Manager, Board of Selectmen and the residents of Acton that have helped us to provide this service.

Personnel Changes to the Department:

New Personnel:

Firefighter/Paramedic Brett Lisak
Firefighter/Paramedic Peter Ballou
Firefighter/Paramedic Peter Imhof
Firefighter/Paramedic Wade Messamore
Firefighter/Paramedic David Gershen

Promotions:

Deputy Chief
Robert Vanderhoof

Captain Anita Arnum

Lieutenant Jake Zbikowski

Lieutenant Eric Mathieu

New Position:

Advanced Life Support (ALS) Coordinator
Firefighter/Paramedic Patrick McIntyre

Retired Personnel:

Firefighter/EMT James Ray
Firefighter/EMT Shawn Ferrari

Resigned Personnel:

Firefighter/Paramedic Peter Ballou

New Equipment:

2017 Seagrave Pumper
2017 International / Horton Class 1 Ambulance
2017 Chevrolet Tahoe Command Vehicle

The Acton Fire Department relies on the membership to assist in many aspects of keeping this department operating. Along with performing their shift work, many aid in the following divisions. It is their hard work in these various areas that keep the Acton Fire Department operating to the best of its ability providing the best service to the citizens of Acton.

Training Division:

Firefighter/EMT Steve DiMeco
Firefighter/EMT Gage Cummings
Firefighter/EMT Mike Doherty
Firefighter/EMT Jim Kissane

Public Relations:

Firefighter/EMT Shaun Shattuck
Firefighter/EMT Jim Ruggiero

Radio/Communications:

Acting Lieutenant Brian Whalen

Advance Life Support Oversight Committee:

Acting Captain/EMT Chris Sammet
Captain/Paramedic Anita Arnum
Firefighter/Paramedic Pat Byrne
Firefighter/Paramedic Dave Sukerman
Firefighter/Paramedic Patrick McIntyre

Apparatus Purchase Committee:

Captain/EMT Scott Morse
Captain/EMT Robert Smith
Lieutenant/EMT Eric Mathieu
Firefighter/EMT Shaun Shattuck

Apparatus Maintenance:

Captain/EMT Robert Smith
Captain/EMT Scott Morse

Fire Alarm Division:

Firefighter/EMT Ken Ineson
Lieutenant/EMT Kris Ellicks

SAFE / Senior SAFE Program:

Firefighter/EMT Brent Carter
Firefighter/EMT Tom Matthews
Firefighter/EMT Jim Ruggiero
Captain/Paramedic Anita Arnum
Firefighter/EMT Richard (Sully) Sullivan

Captain Anita Arnum Deployment to Puerto Rico for Hurricane Maria:

In the wake of hurricane Maria, Acton Fire Captain Anita Arnum participated in the deployment as part of the Massachusetts Task Force 1 to Puerto Rico. As part of a team of 27, she worked to assist the residents of Puerto Rico to get their lives back in order. Her 8-day deployment involved many different daily assignments including; searching for missing persons and navigating over roadways with downed power lines to reach the injured. Relying on GPS technology for location as land communications were inoperable. This is one of many deployments Captain Arnum participated in over the years.

Acton Fire Personnel:
Chief Robert Hart
Deputy Chief Robert Vanderhoof
ALS Coordinator - Firefighter/Paramedic Patrick McIntyre
Administrative Assistant - A J Pelkey

Captain/EMT Jack White
Captain/EMT Scott Morse
Lieutenant/EMT Eric Mathieu
Lieutenant/EMT Chris Sammet*
Opening to be filled Feb. 2018
Firefighter/EMT Brian Whalen**
Firefighter/EMT Richard Sullivan
Firefighter/EMT Brent Carter
Firefighter/EMT Josh DeFelice
Firefighter/EMT Jared Crowley
Firefighter/EMT Dennis Munroe
Firefighter/EMT Nick Pentedemos
Firefighter/EMT Steve DiMeco
Firefighter/EMT Shaun Shattuck
Firefighter/EMT Mike Doherty
Firefighter/EMT Gage Cummings
Firefighter/EMT Robert Smart
Firefighter/Paramedic Brett Lisak
Firefighter/Paramedic Dave Sukerman
Firefighter/Paramedic Wade Messamore

Captain/Paramedic Anita Arnum
Captain/EMT Robert Smith
Lieutenant/EMT Kris Ellicks
Lieutenant/EMT Jake Zbikowski
Firefighter/EMT Sean Sheridan
Firefighter/EMT Clem Tyler
Firefighter/EMT Ken Ineson
Firefighter/EMT Ed Daigneault
Firefighter/EMT James Kissane
Opening to be filled Feb. 2018
Firefighter/EMT Pat Judge
Firefighter/EMT Tom Matthews
Firefighter/EMT Chuck Dunnigan
Firefighter/EMT Jim Ruggiero
Firefighter/Paramedic Pat Byrne
Firefighter/Paramedic Jim Byrne
Firefighter/Paramedic Peter Imhof
Firefighter/Paramedic Ken McDonald
Firefighter/Paramedic David Gershen
Firefighter/Paramedic Steve Schnepp

*Lieutenant Chris Sammet promoted to Acting Captain
**Firefighter/EMT Brian Whalen promoted to Acting Lieutenant

Fire Prevention:

The Fire Prevention Division continues to conduct commercial and residential inspections. Captain Robert Smith oversees flammable, combustible liquids and gases. This includes the annual inspections of the gas stations in town, biennial inspections of tank trucks garaged in Acton, propane storage permits, and all aspects of oil burner repairs and installations. Commercial and residential plan reviews, rough and final inspections for sprinkler work, alarm work, remodeling, new construction and commercial cooking hood systems are conducted. Shift Commanders are responsible for conducting safety inspections for the issuance of a liquor license, and the residential smoke/carbon monoxide detector inspections for issuing the Certificate of Compliance necessary for the sale of a home in Acton.

Schools:

The Acton Fire Department conducted safety inspections of all Acton Public Schools, Junior High, and Senior High Schools prior to their opening in August. We are happy to report that all schools complied with the required safety codes. Any minor issues/repairs were addressed promptly and re-inspected by the department.

The required fire/evacuation drills were also conducted in all schools. Thanks to the students and staff in each school, each evacuation drill was performed swiftly, efficiently and without any issues.

Safety Inspections at all preschools and child daycare facilities were also conducted. Each facility complied with safety codes and follow-up inspections were performed to address any minor issues.

Deputy Chief Robert Vanderhoof

Apparatus and Equipment:

The Vehicle Maintenance Division has been working hard to keep all vehicles maintained. Acton Truck & Equipment, Northeast Emergency Apparatus, Fleetmasters, Minuteman Truck and others have done a great job with assisting in all repairs. Back in December of 2015, we suffered a great loss due to an engine fire in Ladder 28 however it returned back from repair in mid-April 2017 and continues to operate without issue. We are in the process of specifying and ordering a new fire engine, this should arrive late spring of 2018.

The Small Engine Maintenance Division has kept all equipment maintained and serviced. We have had no fuel or performance issues. The small engine non-ethanol fuel program is working well. Small engines include portable pumps, generators, rescue/vent saws, chainsaws etc. The BW Quattro four-sensor gas meters are performing well. The town currently owns and maintains eight four-sensor gas meters. This equipment is needed to assist with metering gases during emergency situations.

Captain/EMT Robert Smith

Educational Classes Attended by our Firefighter/EMT's Include:

CPR Instruction, Advanced Cardiac Life Support (ACLS), Fire Instructor courses, Fire Officer I, II and III classes, Fire Investigation Seminars, Mass Fire Academy Recruit Training, Commanding the Mayday class, BART (basic animal rescue training) classes, Life Flight training, Chain Saw training, Fire Investigations training, Weekly EMS Webinars, Emergency Vehicle Operators Class (EVOC) and others.

Fire Alarm:

The Acton Fire Alarm system is maintained by Firefighter/EMT Ken Ineson, Superintendent, and assisted by Lieutenant/EMT Kris Ellicks.

The Fire Alarm system has grown to 542 boxes (242 master boxes, 256 street boxes, 26 medical boxes, and 18 radio boxes). The Fire Alarm Division maintains the wiring that runs on the utility poles, and the decoding equipment in the three stations and Public Safety Building. The Fire Alarm Division does pole transfers (transfer of wires from old poles to new poles). Throughout the year, we refurbish the boxes on the system (replacing wiring, painting, internals, and oiling and greasing the moving parts).

The Fire Alarm Division installs and removes the overhead banners that announce various community and civic activities. We install the American flags in West Acton and Acton Center for National holidays throughout the year. Together, with other departments, we work on projects throughout the Town including hanging the chain falls at Nara Park, working on traffic lights and changing the light bulbs on the pole lights in the Town lots.

Firefighter/EMT Ken Ineson
Fire Alarm Division Superintendent

Public Education:

The Public Education team continues to focus its efforts on educating school-age children about the dangers of fire. This year, we visited over forty classrooms and day care centers. We also were able to work with local Boy Scouts and Girl Scouts to educate them on fire safety and first aid. We also conducted cooking safety classes for all of the cafeteria staff in the school kitchens. The team continues to be very involved with the Senior Center, offering a smoke detector installation program, senior CPR classes, cooking safety, and a senior luncheon. The Senior SAFE team has recently worked at installing house numbers, medical lock boxes, and stovetop fire extinguishing devices for seniors. We also continue to hold our annual Open House during fire prevention week. This allows the public to come visit us and ask any questions they have about fire safety. The SAFE program continues to be successful in applying for and receiving state and federal grants, which allows us to provide public education to the Acton residents.

Firefighter/EMT Brent Carter
Team Leader

CPR:

The Acton Fire Department continues to provide CPR (Cardiopulmonary Resuscitation), AED (Automatic External Defibrillator), and First Aid Training to the Townspeople, as well as all Town employees. We continue to put the word out that we offer these classes to the public. If you would like to attend a CPR, AED class, please feel free to call us.
Firefighter/EMT Tom Matthews

Fire Investigations Team:

The Acton Fire Department Fire Investigation Team comprised of Firefighter Jared Crowley and Captain Anita Arnum, (Detective Chris Brown of the Acton Police is also on this team) conducted twelve (12) fire investigations during 2017 within the Town of Acton. The team further assisted with mutual aid fire investigations and has continued their education and training by attending meetings and seminars sponsored by the International Association of Arson Investigators (IAAI) and Metro Fire/Arson Association, as well as various online accredited organizations. The Fire Investigation Team is responsible for determining and documenting the Origin and Cause of a fire.
Firefighter Crowley is the Team Leader for Region C of the Massachusetts District 14 Regional Fire Investigation Team. This team consists of 33 Investigators representing Communities of Fire District 14 and works in cooperation with the Massachusetts State Police Fire and Explosion Investigation Unit.

Firefighter/EMT Jared Crowley
Lead Investigator

Radio/Communications:
This year, the Radio Division continued to maintain and upgrade our radio fleet. Maintenance included solving some minor issues, as well as maintaining regional and national frequencies in our radios to increase the number of agencies with whom we can communicate. These frequencies will serve as a backup to our main fire frequency in the event that our main frequency goes out of service for any reason. They will also be used to communicate with other Local, State and Federal Agencies in the event of a large-scale incident.

We have also worked closely with the Fire and Police dispatch center to streamline some of our dispatching procedures, as well as standardizing our guidelines to provide the highest level of service to the Townspeople. These efforts have proven to be an effective way of bringing the Departments together to make the communications process as seamless as possible.

We would like to thank the citizens of Acton for their support in providing us with the tools necessary to keep our members, as well as the townspeople as safe as possible in both emergency and non-emergent situations.

Acting Lieutenant/EMT Brian Whalen

In Conclusion:

The residents and those who work, pass through or visit Acton can rest assured that all the Firefighters/EMT's who serve this community are well skilled, compassionate and caring individuals who come together as a team to deliver the best fire and EMS services to the Town of Acton. The Department is proud to have launched ALS (advanced life support) on September 5, 2017, and is equally proud of all the programs and services we offer the community. Thank you to Town Manager Steve Ledoux, the Board of Selectmen, Town Department Heads, and Citizens along with all the Fire Department personnel for their continued help and support.

Respectfully,

Fire Chief Robert Hart

Fire Department Incidents:

In 2017, the Acton Fire Department responded to 5423 incidents. This is a 1% increase in total responses for 2016. The category which showed the most significant increase is the Emergency Medical responses.

Summary of responses:

1817	Urgent / Fire responses
2507	Emergency Medical and Fire/Rescue responses
1099	Non emergent incidents
5423	Total fire department responses

ACTON AUXILIARY FIRE DEPARTMENT

The Acton Auxiliary Fire Department is a division of the Acton Emergency Management Agency. It is comprised of a small group of dedicated volunteers donating their time and efforts to provide support services to the Town of Acton during times of emergencies.

Due to changing times, rules and regulations, The Auxiliary Fire Department will be merged into the Acton Emergency Management Agency. We will still provide support services to the Town and its residents.

Respectfully submitted, Gail Sawyer
Deputy Director
Acton Emergency Management Agency

POLICE DEPARTMENT

Chief's Report

This year has seen a lot of changes in the police department. The largest change was the retirement in January of our Police Chief Francis J. Widmayer after 40 years of service to the town of Acton. Chief Widmayer will be missed and his 17 years as Chief of Police will be remembered as professional, innovative and collaborative. He accomplished many things including growing the department to 43 sworn officers, was instrumental in the building of the Public Safety Facility, partnered with Domestic Violence Services Network, Communities for Restorative Justice, and the Jail Diversion Program, created the Drug Unit, to name a few.

The Chief's retirement caused a ripple effect of personnel changes. I was fortunate to be selected by the Town Manager to be your new Chief in March. Lieutenant James Cogan was promoted to Deputy Chief in April. We are currently working with Human Resources to fill the Lieutenant and Sergeant positions with our first non-civil service promotional process.

I am honored and humbled to have been chosen to lead the professional, dedicated and hard working men and women of this department. I look forward to working closely with them for years to come to deliver an excellent quality of service for the Town of Acton.

Richard C. Burrows
Chief of Police

CHIEF OF POLICE
Richard C. Burrows

DEPUTY CHIEF
James A. Cogan

LIEUTENANTS
Douglas Sturniolo
Edward Lawton Jr. (Acting)

SERGEANTS
Raymond P. Grey
John Cooney
Scott Howe
Daniel Silva
Scott Krug
Fred Rentschler (Acting)
Dean Keeler (Acting)

POLICE OFFICERS
James Goodemote
Christopher Browne
Christopher Prehl
Michael Cogan
Kevin Heffernan
Luke Penney
Leo Gower
Gardena Abramowitz
Keith Campbell
Todd McKelvie
Tricia Sullivan
John Collins
Steven McCarthy
Michael Eracleo
Jonathan Stackhouse
David Joachim
Jesse Osterhoudt

Anna Dapkas
Douglas Mahoney
Nathan Meuse
Matt Hammer
Steven Stalzer
Marc Symington
Tyler Russell
Jacob Frelick
Anthony Rotella
Kayla Sheehan
Chris Hodges
Zachary Taylor
Roderick Wiggins
Ellis Corey
Ryan Matte

SPECIAL POLICE OFFICERS
John Dristilaris
Deborah Richardson
Roger Wallace
Raymond L. LaRoche
James McPadden

POLICE MATRONS
Faith Williams
Deborah Richardson
Becky Leblanc

SECRETARY
Faith Williams

RECORDS CLERK
Becky Leblanc

DISPATCHERS
Mary Ann McLaughlin (Lead Dispatcher)
Kevin Antonelli
Roger Wallace
Daniel Deane
Alicia Burak
Robert Boyd
Patrick Hawthorne
Maurice Brassard
Joanne Harpin
Megan Chen
Kurt Correia
Chris McRell
Michaela Taylor

OPERATIONAL ASSIGNMENTS
Officer In Charge of Patrol Division
Lt. Edward M. Lawton Jr. (Acting)

Officer In Charge of Special Services Division
Lt. Douglas J. Sturniolo

Officers In Charge of Detectives
Sgt. Raymond P. Grey
Sgt. Fred Rentschler (Acting)

Department Prosecutor
Det. Kevin Heffernan

Criminal Investigations
Det. Christopher Browne
Det. Leo Gower
Det. Chris Hodges

Youth Officers & School Resource
Det. Keith Campbell
Det. Michael Eracleo
Det. Luke Penney
Traffic & Community Relations
Det. Christopher Prehl
Det. Jonathan Stackhouse

Training Officer
Deputy Chief James Cogan

Family Services Unit
Sgt. Raymond Grey
Det. Jonathan Stackhouse
Ptl. Tricia Sullivan
Det. Michael Eracleo

Drug Unit
Det. John Collins

Administrative Division

The Acton Police Department Administrative Division is responsible for Training, Professional Standards, Accreditation, Grants, Public Information, Payroll and Detail Billing, Records and the New Hiring Process and other administrative functions of the police department.

Training
A major component in this division is training. Police officers are required by law to receive 40 hours each year of in-service training as prescribed by the Municipal Police Training Committee. There are also many certifications that must be maintained and other specialized training for various members of the patrol force and detectives. Training is tracked by fiscal year to match up with our budgeting process. For fiscal year 2016, which runs from July 1, 2016 through June 30, 2017 the department logged approximately 5,195 training hours.

The breakdown of the training was 1,344 hours of mandatory in-service training, 3,851 hours of

various training including but not limited to, marijuana legalization, terrorism awareness, diversity training, legal update and supervision leadership. There were also new officers attending the police academy for 800 hours, each new officer then completes a twelve week field training program for approximately 460 hours.

Other management training classes are Municipal Police Institute's Command Staff Executive Development Series which consists of ten full day classes covering liability, management, leadership and essential subjects for command staff. Sergeant Scott Howe recently completed this training.

We also continue to host frequent trainings in the EOC training room at our public safety facility. By allowing outside agencies the use of the room we are provided with the opportunity to send members of our department at no cost.

Professional Standards
We have a very professional police department who provide a service to our residents, business owners and visitors. We had very few complaints last year and each one was thoroughly investigated.

Accreditation
We are continuing the process of obtaining state accreditation through the Massachusetts Police Accreditation Commission. We have recently formed a team of officers who are updating our policies and procedures and are putting processes in place to be able to update them on a continuous basis. We have acquired a new program PMAM HCM. This will assist us in training the officers and tracking their receipt of new and updated policies. The accreditation process will ensure we are using industry best practices, assist the officers in performing their duties, and reduce overall liability.

Grants
We applied for and received traffic safety grants through the State for FFY 16 for $7,500.00 and FFY 17 for $7,500.00. These grants allow us to assign officers for targeted traffic enforcement. Some deployments are for safety belt usage, some for distracted driving and some were "Drive Sober or Get Pulled Over" and the hope is to educate the public and reduce the accidents and injuries on the roads of Acton.

In December 2017, we completed the second year of a three year Jail Diversion grant with several other communities, this involved the hiring of a clinician Alia Toran-Burrell who responds with officers and follows up on calls in our community that involve mental health and addiction issues. We continue to see a great need for these services for our communities and are hopeful it will be extended.

Public Information
The department provides press releases on a regular basis to the local newspapers, websites and other news sources advising of important and timely cases, arrests, and alerting citizens for potential scams and crime trends and patterns.

Records
Significant changes to the public records law went into effect on January 1, 2017. This was the first update since 1973. Several members of our department

including Becky LeBlanc, our records clerk, received specialized training on the new requirements.

Records are an important function because all reports, forms and pictures and other items must be preserved for periods of time as specified by the Supervisor of Public Records. Records are also responsible for providing copies of reports to many parties including insurance companies, court, and residents. Freedom of Information Act requests take a considerable amount of time to process due to the need to redact certain information. Becky LeBlanc is our records clerk and continues to do a great job processing all these requests and filing all of our reports.

Payroll and Detail Billing
The police officers and dispatchers cover shifts 24 hour each day 7 day every week so the payroll is very complex. There are thousands of private details worked for private contractors each year. For the past 22 years this job has been done meticulously by Fay Williams who announced in December that she would be retiring in early January 2018 after almost 40 years in public service. Fay worked for 16 years as a dispatcher before becoming our Departments Administrative Assistant. We will face the challenge of filling some large shoes in 2018 and hope that Fay enjoys a long and happy retirement.

New Hiring Process
We hired 4 new police officers in 2017.

Zachary A. Taylor began his career with the Acton Police Department after self-sponsoring himself to the NECC Police Academy graduating in October 2016. Zach previously worked as dispatcher for the Littleton Police Department. He grew up in Littleton, Massachusetts and graduated from Plymouth State

College with a Bachelor's degree in Criminal Justice.

Roderick M. Wiggins also self-sponsored himself to the NECC Police Academy graduating in October 2016. Roderick attained an Associate's degree in Criminal Justice from Northern Essex Community College and previously worked as a correctional officer for Middlesex County in Billerica, Massachusetts. Roderick grew up in Methuen, Massachusetts.

Ellis Corey self-sponsored himself and graduated from the Reading Police Academy in March of 2017. Ellis grew up in Boxborough, Massachusetts and attended ABRHS. He is a First Lieutenant in the Military reserves based in Reading, Massachusetts. Ellis earned a Bachelor's degree in Criminal Justice from Worcester State University.
Ryan Matte also self-sponsored himself at the Reading Police Academy. Ryan earned a Bachelor's degree in Criminal Justice from Worcester State University. He grew up in Worcester, Massachusetts and previously worked as a Reserve Officer for the Dudley Police Department.

James A. Cogan
Deputy Chief of Police

Patrol Division

The Patrol Division is the largest division within the police department. The patrol division patrols approximately 20 square miles of roadway and serves a population of 22,000. It is currently staffed with one Patrol Lieutenant, five Sergeants' and twenty-two Patrol Officer's. The patrol division is divided into three different shifts: the day shift, evening shift and overnight shift. During these shifts, the town is divided into five sectors. We operate with a north car, central car, west car, south car and a general car. The patrol division is responsible for responding to all emergencies, conducting proactive patrols, preliminary investigations and report writing.

Personnel
Over the past few years our department added eight additional positions, bringing the department up to forty-three sworn officers. I would like to thank the department's field training officers for doing an exceptional job with the training of these new officers. The department is currently at full staff and has recently hired a new special police officer; Officer James McPadden has re-joined the force. Jim worked for our department from 1979 until 1993. He was a Sergeant when he left to join the Lowell Police Department, and recently retired from there as a Captain. The department is excited to have Jim back on our team.
Training
All members of the department attend in-service training at the Lowell Police Academy each year as required by the Massachusetts Police Training Council. Our officers qualify with their firearms a minimum of twice a year and we also conduct on-line training with the Massachusetts Police Institute.

This year we're currently in the process of obtaining accreditation, which is complete overhaul of our current policies. This is completed through Massachusetts Police Accreditation Commission. This is a self-initiated evaluation process where police departments meet, maintain and exceed standards established for the profession. In a short-time, all of our patrol officers will have the most cutting edge standards to operate under as they serve the citizens of Acton. This task is being performed by Detective Douglas Mahoney, who has recently left the patrol division.

Our newest Officer Ryan Matte has filled Doug's position on patrol.
Through proactive policing, intelligent deployment, department-wide problem solving efforts, advanced training for our officers, our community involvement and the use of a team approach, we continue to see great results in the prevention and resolution of crime in the town of Acton.

Our patrol officers continue to impress me daily, as I receive praise from citizens on how respectful, courteous and helpful our officers can be. I would like to thank each of them for making my job very enjoyable. I would also like to thank Chief Burrows, Deputy Chief Cogan and Lt. Sturniolo for their continued support.

Lieutenant Edward M Lawton Jr.
Patrol Division Commander

Special Services Division

The Special Services Division of the Acton Police Department currently consists of 14 full-time Acton Police Officers (1 Lieutenant, 2 Sergeant's, and 11 Detectives). The division provides services in the following areas: Criminal Investigations, Narcotics Investigations, Traffic & Community Relations, Court Prosecution, Youth Services, Accreditation, and Dispatch Communications.

Detective Sergeant Raymond Grey supervises Criminal Investigations and the Drug Unit. Sgt. Grey is an FBI National Academy graduate who brings close to 40 years of experience in law enforcement to the

Special Services Division. Sgt. Grey has been with the department for 37 years in which 26 of those years have been served in Special Services.

Detective Sergeant Frederick Rentschler (Acting) supervises the Traffic & Community Relations Services, Youth & School Resource Services, Accreditation, Court Prosecution and Administrative Services. Sergeant Rentschler will complete 30 years with the department in 2018.

Criminal Investigations

Detective Christopher Browne is a 33 year veteran of the police force and has been assigned as a detective for the past 25 years. Detective Browne is the division's senior investigator, Property and Evidence Officer, and bank liaison. He was a recipient of the Irish American Police Investigators Award in 2013. As part of his duties, he manages the MedReturn Drug Collection Unit located in the Public Safety Building lobby. These drugs are collected by the DEA, several times each year.

Detective Leo Gower is a 20 year veteran of the police force and has been assigned as a detective for the last 13 years. Leo conducts numerous investigations each week. Leo is also President of the Patrol Officer's Union.

Detective Christopher Hodges joined the department in 2016 and brings 15 years of experience in law enforcement to the division. Detective Hodges was assigned to Special Services as an investigator in 2017. Prior to joining the Acton Police Department he worked for the Manchester Police Department in Connecticut where he served as a Patrol Officer, Patrol Sergeant, and Detective Sergeant.

As an Investigator you can expect to investigate; unattended deaths, sexual assaults, assaults, larcenies, break and entering and other various crimes. All of the investigators are trained to process various types of crime scenes and receive specialized training from the Middlesex District Attorney's office in preparing search warrants. In 2017, the Criminal Investigations Unit investigated over 200 cases. Detectives assigned to the CIU work closely with investigators from the State Police, federal agencies, and surrounding cities and towns sharing resources, personnel, and information.

This year many of the cases investigated by detectives have been more sophisticated and highly organized which creates a significant challenge to complete a successful investigation. More and more the use of technology and social media are presenting themselves during our investigations. Detectives must keep up with the technological advances and the use of technology by those committing crimes. Through their training, knowledge, and abilities, detectives gather the appropriate evidence which allow for successful prosecutions.

Drug Unit

At the present time only Detective John Collins is assigned to the unit. Detective Collins has 13 years with the department and has been in the Drug Unit for two years.

The community has seen a substantial increase in fatal and non-fatal overdoses. Detective Collins has taken the initiative to contact the user and their family to offer assistance and make them aware of available resources in the area. This year we felt the impact from fentanyl, an inexpensive synthetic opiate that swept the country. This only reinforced the Unit's mission. The suppression of drug related issues facing our community.

Please don't hesitate to call the Drug Unit (978-929-7541) with information or if you have any questions. No calls are recorded and callers can remain anonymous.

Traffic & Community Relations Services:

There are two detectives assigned to the Acton Police Department's Traffic & Community Relations Services Unit, Detective Christopher Prehl and Detective Jonathan Stackhouse. Both detectives participate in a multitude of police activities and help facilitate vital support services to the department such as traffic enforcement, accident investigations, and community policing based functions. The Traffic Unit is dedicated to improving traffic safety through education and enforcement.

Detective Christopher Prehl is the senior member of this unit and his duties cover a vast array of responsibilities. Primarily, Det. Prehl focuses on the education and enforcement of motor vehicle law, cruiser fleet and equipment maintenance, and procurement for the department. Det. Prehl also has a relationship with the ABRHS Transportation department and coordinates bus safety programs and investigates bus driver safety complaints. Additionally, Det. Prehl oversees the regulation of both Class 1 and Class 2 car sales dealerships in town.

Detective Jonathan Stackhouse has been with the unit for over 4 years and has many duties within the department and the community. Det. Stackhouse is responsible for the maintenance of the department's

mountain bikes and electric powered police bikes. The patrol bikes increase the versatility of patrol operations during NARA Park events as well as the soon to be opened Bruce Freeman Rail Trail. Det. Stackhouse is still the Middlesex County Area Coordinator for the Law Enforcement Torch Run which benefits the Special Olympics of Massachusetts. He also continues to serve on the new Miracle League/NARA sports pavilion building committee.

Youth Services Division:
The Youth Services Division of the Acton Police Department is comprised of three Detectives who are assigned to work in collaboration with the Acton-Boxborough School system. Detective Keith Campbell, Detective Michael Eracleo, and Detective Luke Penney make up this group.

Last year both School Resource Officers (SRO's) Det. Campbell and Det. Michael Eracleo were responsible for the implementation of the, "A.L.I.C.E." (Alert, Lockdown, Inform, Counter and Evacuate) Program at all district schools. This program is designed to better prepare staff and students in the event of an armed intruder in one of our schools. Det. Campbell and Eracleo led this training and partnered with a representative from each school. The staff was trained prior to the students returning from summer break and by early November 2016, all 5,800+ students and 1,000 staff members in the district were provided the training that was appropriate for their respective age groups. Currently, both Det. Campbell and Det. Eracleo are in the midst of providing the A.L.I.C.E. training to Town Departments and other Non-Profit organizations who are interested.

Detective Keith Campbell plays a very active role in the Acton Boxborough Regional High School community, Det. Campbell is on the, "AB Cares Committee", a group committed to the response to mental health and suicide prevention in Acton and Boxborough. In addition to his many team coaching assignments, Det. Campbell assisted DVSN (Domestic Violence Services Network) in training all freshmen students about healthy relationships and dating violence. Det. Campbell continues to maintain his relationship with C4RJ (Communities for Restorative Justice) with their training of new volunteers by providing the police perspective on the effects of crime on a community.

Detective Michael Eracleo works as the School Resource Officer for the school districts six (6) elementary schools and the two (2) Alternative placement high schools. Det. Eracleo is also the department's Elder Services and Mental Health Liaison. He routinely visits the Council on Aging to enjoy breakfast with our senior residents and helps educate them about the latest scams. Det. Eracleo has been working closely with Alia Toran-Burrell; a grant funded Social Worker working within our department to address mental health and substance abuse needs of our community. Recently, the department joined; "PAARI" (Police Assisted Addiction Recovery Initiative). Since the department's enrollment in the program, Det. Eracleo has been able to facilitate finding treatment beds for individuals in crisis who have presented themselves to the Acton Police Department. In 2017, Det. Eracleo received the Massachusetts School Resource Officer of the Year Award.

Rounding out the Youth Services Division is Detective Luke Penney. Det. Penney has a solid background in community/youth relations. Det. Penney enjoys giving safety talks and tours at the police station for community youth groups. Det. Penney continues to be a presence at the schools making inroads with students, parents and staff. Along with Det. Stackhouse, Det. Penney participates in supporting the Massachusetts Special Olympics. During the coming summer months you should be able to easily find Det. Penney patrolling the Nara Park and the Bruce Freeman Rail Trail.

Accreditation:
The accreditation team for the Acton Police Department is directed by Lieutenant Douglas Sturniolo and Sergeant Frederick Rentschler. The accreditation team is currently moving forward with the process of updating, reviewing, and creating new policies which will help to bring the Acton Police Department closer to its goal of being accredited.

Detective Douglas Mahoney was recently selected to the, "Accreditation Team" and is working very hard on the current task of meeting 159 mandated, "Standards" for the department's certification. Once the department becomes certified by the Accreditation Commission, there will be another set of standards, 223 to be exact, which will then be addressed by the accreditation team. The team must achieve departmental compliance on 257 mandatory; 125 optional standards to be fully accredited.

Det. Mahoney has been a fulltime member of the department for over 5 years and started his relationship with the Acton Police Department as a college intern. Det. Mahoney is also a firearm instructor, "Nasal Naloxone-Narcan" instructor, and a Field Training Officer. Det. Mahoney has been a welcomed addition to the Special Services Division.

Prosecution, Firearms Licensing, & SORB:
In July 2016, Detective Heffernan assumed the role of the department's Police Prosecutor and has played a crucial role in assisting the Middlesex District Attorney's Office with the prosecution of criminal cases for the Acton Police Department. Det. Heffernan is on the Central Middlesex Assessment for Safety Team (CMAST) which is a program dedicated to addressing domestic violence.

Det. Heffernan is the department's point of contact with the Sex Offender Registry Board (SORB) and he oversees the registration and monitoring of known sex offenders living and or working in Acton. Det. Heffernan is the intake officer for all new and renewal firearms licensing applications. In 2017, the Acton Police issued or renewed 155 firearms licenses.

Communications
Dispatchers who work in the communication center are also part of the Special Services Division. Mary Ann McLaughlin, Lead Dispatcher oversees the day to day operations in the communication area. Dispatchers are a critical part of all public safety organizations. They are required to be skilled at operating a variety of communications equipment, including computer systems, telephones and radios, Next Generation 911, and monitoring Master Boxes. Public Safety Dispatchers receive and handle 911 emergency calls and also non-emergency calls for service. Dispatchers are trained to prioritize calls for police, fire and EMS assistance. Dispatchers use a computer-aided dispatch system and are trained to provide pre-arrival instructions to callers reporting medical emergencies using Power Phone Emergency Medical Dispatch Protocols. All dispatchers receive mandatory annual 911 in-service training and CPR and First Responder training. The communications center is staffed by 9 fulltime and 3 part-time dispatchers. There are two dispatchers on duty at all times in the center.

The Communications Center has two new part time dispatchers who were hired to replace two part time vacancies. Christopher McRell and Michaela Taylor are currently training and will be ready to assume full responsibilities after the first of the year.

Christopher McRell attended Fitchburg State University and majored in Criminal Justice. His background includes various positions in Human Services and the Criminal Justice field. He worked at the Robert F. Kennedy Children's Action Corps as a Residential Caseworker, working closely with the Department of Children and Families.

Michaela Taylor attended Worcester State College and graduated magna cum laude with a Bachelor's Degree in Criminal Justice. She was a member of the National Honor Society and completed an internship at the office of District Attorney Joseph D. Early Jr.

Beginning in December, the Communications Center began receiving Phase II Wireless Cell calls. Most wireless 9-1-1 calls in Massachusetts are answered by one of four wireless Public Safety Answering Points before being transferred to a local department. The Communications Center chose to opt-in to the wireless program. The department received an additional $7,021.00 in Wireless Grant funding and anticipates receiving $12,500.00 next year.

The Next Generation 911 system was installed one year ago and has provided public safety emergency communication services the ability to handle current and emerging technologies. The new system has provided high quality mapping; all data is geographically-based. We look forward to the emerging technology of Text to 911.

Lieutenant Douglas J. Sturniolo
Special Services Division Commander

SIDEWALK COMMITTEE

The Sidewalk Committee serves as an advisory board to the Board of Selectmen. The committee is tasked with prioritizing sidewalk needs throughout the town based on a set list of criteria and metrics. The committee is currently comprised of the following people: Cameren Cousins (chair), Randall Bashta, Tony Victor, and Dennis Caristi. Other residents serving in 2017 were Kate Chung and Jennifer Querbes.

Current Progress

During 2017, the Town made progress on a logistically difficult street - High Street. A section of sidewalk stretching from Audubon Road to just before Valley Road has been completed and is in use by pedestrians.

The following sidewalks are currently on the Engineering Department's list of ongoing projects. The segments listed below are in various stages ranging from initial surveys, to design, to legal paperwork for easements and abutter permissions, to securing of permits, and finally to preparation for construction (tree removal, culvert repairs, etc). Please note that this list is not

necessarily in order of priority; because of the unique design and legal requirements of individual projects, some move more rapidly than others. Additionally, the Town may tie sidewalk construction into another maintenance/infrastructure project, based on logical and expedient allocation of Town resources.

- Great Road (Davis Road to Woodvale Condos)
- High Street (Valley Road to Parker Street)
- Taylor Road (Minot Ave to Barker Road)
- Stow Street (Maple Street to Martin Street)
- Willow Street (Summer Street to Central Street)
- Main Street (Great Road to Ledge Rock Way, and gap across from Wheeler Lane)
- Parker Street (High Street to Clover Hill Road [in various segments], and Carlton Road to Maynard Town Line)
- River Street

Upcoming Projects

Town Engineering Staff are incorporating the following sidewalk projects into their upcoming work schedules:

- Lawsbrook Road (Hosmer Street to Concord Town Line)
- Piper Road
- Parker Street (Clover Hill Road to School Street)
- Massachusetts Ave/Route 111 (Juniper Ridge Road to Guggins Brook Conservation Area)
- Arlington Street (Summer Street to Sara Lane)
- Strawberry Hill Road (West of Pope Road)
- Brook Street
- Newtown Road (Simon Willard Road to Minuteman Road)
- Willow Street (Marian Road to McLeod Lane)
- Goals for 2018
- Continue to serve as the link between concerned residents and Town Staff.
- Support the Engineering Department through advocacy work (eg., gathering temporary easement signatures, talking with homeowners, relaying urgent citizen concerns to the Board of Selectmen) to facilitate the completion of more sidewalks this year.
- Push for pedestrian safety in new developments, building redesign projects, and existing roadways/ transportation infrastructure.
- Encourage walkability as a major component/need of town planning and support Complete Streets planning.
- Perform a review of the current sidewalk rating criteria/metrics to address the changing landscape and demographics of the Town of Acton.

Acton residents continue to demonstrate their interest in seeing more sidewalks built around town, and this community values pedestrian safety. However, the Sidewalk Committee is in need of volunteers to staff itself and do the work residents are asking for! If you are able to help out with this committee, please email sidewalks@acton-ma.gov or drop by a monthly meeting to find out more.

ABSTRACT OF THE ANNUAL TOWN MEETING HELD MONDAY, APRIL 3, 2017, 7:00 P.M.

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL AUDITORIUM

WITH ADJOURNED SESSION HELD APRIL 4, 2017

NUMBER OF REGISTERED VOTERS ATTENDING TOWN MEETING
APRIL 3, 2017 – 323 AND
APRIL 4, 2017 – 214

The Moderator, Mr. Peter Ashton, called the Annual Town Meeting to order on Monday, April 3, 2017, at 7:04 PM.

Mr. Ashton welcomed town meeting members. He noted that there were some changes, some minor some more significant. These changes will hopefully make Town Meeting more efficient, encourage more debate and attract greater attendance.

Mr. Ashton gave a brief overview of the proce
ss of Town Meeting.

Town meeting will start at 6:45 on Tuesday in order to do the award presentation for Employee of the year.

The Moderator gave a presentation on the iClicker, the new Electronic Voting equipment that we will use at this Town Meeting. The new voting process was voted at the Special Town Meeting held October 5, 2016, Article 2, adding section A7 to the Town Bylaws.
The Moderator presented two practice motions to test the iClicker.

Practice Motion #1:
Motion is to see if the town will increase the moderator's salary from the current $20 per night to $100 per night.

iClicker - A Yes - 180 95% E No - 10 5%

Practice Motion #2:
All town meeting members who in any way volunteer for the town or for the regional schools please vote yes.
iClicker - A Yes - 131 57% E No - 98 43%

Mr. Ashton introduced the chairman of the Board of Selectmen, Peter Berry, who then introduced the members at the table. Eva Szkaradek - Town Clerk, Nina Pickering Cook - Town Counsel, Steve Ledoux – Town Manager, Janet Adachi – V Chair, Katie Green, as well as Franny Osman and Chingsung Chang, members of the Board of Selectmen.

The Moderator introduced the Chair of the Finance Committee, Margaret W. Busse, who then introduced the members at the table. Doug Tindal - V Chair, Dave Wellinghoff – Clerk, Stephen R. Noone, Michael F. Majors, Roland Bourdon, III, Bob Evans, Shuyu Lee, Jason Cole, Kristen Connell and Jon Benson (Associate).

Ms Busse noted that Doug Tindal, after 10 years of service on the Finance Committee, will be retiring.
The Moderator asked Town Meeting to vote to allow Non Resident Town Staff, to speak to the Articles of this Annual Town Meeting if needed.

Motion carries to allow speakers.

Article 1 Choose Town Officers
(Majority vote)

To choose all necessary Town Officers and Committees and to fix the salaries and compensation of all the elective officers of the Town as follows:

Moderator	$ 20.00 per Town Meeting session
Board of Selectmen, Chairman	$ 750.00 per year
Board of Selectmen, Member	$ 650.00 per year

, or take any other action relative thereto.

MOTION:

Mr. Ashton announced that we will be electing the new moderator as a Temporary Moderator for this Town Meeting, as voted at the Special Town Meeting, October 5, 2016, to assist with a few articles.

The Moderator introduced the Town Clerk, Eva Szkaradek so that Town Meeting could elect a Temporary Moderator.

The Town Clerk, Eva Szkaradek - Under Town General Bylaw section A8, Town Meeting will now elect a Temporary Moderator.

Ms Adachi nominates Jo-Ann Berry of 2 Heron View Road, Acton, to be the Temporary Moderator for Town Meeting term to expire 2018.

MOTION CARRIES UNANIMOUSLY

Ms. Adachi moves that the Town fix the compensation for elected officers as shown in the Article.

MOTION CARRIES

Mary Ann Ashton, Trustee of the Elizabeth White Fund, nominates Andrea S. Miller, of 30 Taylor Road, Acton, for the position of Trustee of the Elizabeth White Fund, term to expire 2020.

MOTION CARRIES UNANIMOUSLY

Trudy Khosla, Trustee of the Charlotte Goodnow Fund, nominates Harry A. Mink, of 4 Cricket Way, Acton, for the position of Trustee of the Charlotte Goodnow Fund, term to expire 2020.

MOTION CARRIES UNANIMOUSLY

Trudy Khosla, Trustee of the Charlotte Goodnow Fund, nominates Bruce J. Muff, of 6 Windemere Drive, Acton, for the position of Trustee of the Charlotte Goodnow Fund, term to expire 2020.

MOTION CARRIES UNANIMOUSLY

William Klauer, Trustee of the Acton Firefighters' Relief Fund, nominates Bruce Stone, of 2 First Street, Maynard, for the position of Trustee of the Acton Firefighters' Relief Fund, term to expire 2020.

MOTION CARRIES UNANIMOUSLY

Article 2 Hear and Accept Reports
(Majority vote)

To see if the Town will accept reports and hear and act upon the report of any committee chosen at any previous Town Meeting that has not already reported, or take any other action relative thereto.

MOTION: Mr. Chang moves that the Town accept the reports of the various Town Officers and Boards as set forth in the 2016 Town Report and that the Moderator call for any other reports.

MOTION CARRIES UNANIMOUSLY

Article 3 Budget Transfer
(Majority vote)

To see if the Town will appropriate from available funds a sum of money to defray necessary expenses above the amount appropriated at the 2016 Annual Town Meeting, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town take no action.

MOTION CARRIES

Article 4 Town Operating Budget
(Majority vote)

To see if the Town will raise and appropriate, transfer or appropriate from available funds, the sum of $33,151,899 to defray the necessary expenses of the departments, offices and boards of the Town, exclusive of the Regional School budgets, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town appropriate $33,151,899 to be expended by the Town Manager for the purpose of funding the fiscal year 2018 municipal budget, and to meet this appropriation,
$32,503,249 be raised from general revenues,
$ 648,650 be transferred from Free Cash,

And that the Town authorize the Town Manager to lease on such terms and conditions as he may determine vehicles and equipment for a period not to exceed five years, and to sell, trade or otherwise dispose of vehicles and equipment being replaced and to expend any proceeds so received.

MOTION TO AMEND: Mr. Kadlec moves to amend the motion under Article 4 by deleting the words "$32,503,249 be raised from general revenues, $648,650 be transferred from Free Cash" and adding the words "$31,503,249 be raised from general revenues, $1,648,650 be transferred from Free Cash".

MOTION TO AMEND LOST

Mr. Nitschelm moves to use the iClicker to recount the vote.

iClicker - A Yes - 113 41% E No - 164 59%

MOTION TO AMEND LOST
ORIGINAL MOTION CARRIES

Article 5 Acton-Boxborough Regional School District Assessment
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of $57,730,056 to defray the necessary expenses of the Acton-Boxborough Regional School District, or take any other action relative thereto.

MOTION: Ms. Krishnamurthy moves that the Town appropriate $57,730,056 to be expended by the Superintendent of Schools to fund the fiscal year 2018 assessment of the Acton-Boxborough Regional School District, and to meet this appropriation,
$57,081,406 be raised from general revenues and
$ 648,650 be transferred from Free Cash.

MOTION CARRIES

Ms Osman and Ms Nourse will be handing out cookies to all Town Meeting members.

Ms. Nourse requested that cookies wait until after Article 6, Minuteman Regional School District.

Article 6 Minuteman Regional School District Assessment
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of $1,072,929 to defray the necessary expenses of the Minuteman Regional Vocational Technical School District, or take any other action relative thereto.

MOTION: Mrs. Nourse moves that the Town appropriate and transfer $1,072,929 from Free Cash to fund the fiscal year 2018 assessment of the Minuteman Regional School District.

The Moderator asked Town Meeting to vote to allow Mr. Kevin Mahoney, Assistant Superintendent of Finance and Dr. Bouquillon, Superintendent-Director of the Minuteman Regional Vocational Technical School District to speak on this Article.

Motion Carries to allow speaker.

MOTION CARRIES UNANIMOUSLY

A brief intermission will be held for cookies donated by Ms. Osman and Ms Nourse to be handed out.

Article 7 Community Preservation Program – (Majority vote) Direct Appropriations from Fund Balances

To see if the Town will appropriate or set aside for later appropriation, and authorize and direct the Board of Selectmen and the Town Manager to expend or set aside, from the FY 2016 Community Preservation Fund balances as set forth herein, the amounts listed below for community preservation purposes, with such expenditures to be subject to conditions listed in the Article's Summary and to be further specified in award letters from the Community Preservation Committee, with each item considered a separate appropriation;

FY 2016 COMMUNITY PRESERVATION FUND BALANCES

FY 2016 Community Preservation Fund Revenues	
Community Preservation Fund Surcharge Collected in FY 2016	$ 913,029.18
State Community Preservation Trust Fund Receipt, October 2016	$ 187,873.00
Other FY 2016 Community Preservation Fund Components	
Interest Earned in FY 2016	$ 15,897.93
Unencumbered FY 2016 Fund Balance	$ 8,236.71
Recapture of unspent previous years' project appropriations	$ 71,152.42
Total - FY 2016 Community Preservation Fund Balance	**$1,196,189.24**
FY 2016 Open Space Set-Aside	
Set-Aside Fund Balance from appropriations for the Acquisition, Creation, and Preservation of Open Space and its Rehabilitation and Restoration	$1,951,571.87
Total FY 2016 Open Space Set-Aside Fund Balance	**$1,951,571.87**
APPROPRIATIONS FROM COMMUNITY PRESERVATION FUND BALANCE	
Purposes	**Recommended Amounts**
Set-Aside Appropriations for	

A1. Acquisition, Preservation, Rehabilitation and Restoration of Historic Resources; required set-aside for meeting 10% of spending from FY 2016 revenues	$ 27,808.22
A2. Acquisition, Preservation, Rehabilitation and Restoration of Historic Resources; required make-up for under-spending 10% of revenues in 2016 after recapture	$ 12,728.10
B. Acquisition, Creation and Preservation of Open Space, and its Rehabilitation and Restoration	$ 450,000.00
Spending Appropriations	
C. Acton Housing Authority – Development/Acquisition for New Affordable Housing Units	$ 75,000.00
D. Community Housing Program Fund*	$ 60,000.00
E. Regional Housing Services Program – One Year	$ 25,000.00
F. Acton Historical Society - Re-roof at the Jonathan & Simon Hosmer House	$ 48,000.00
G. Iron Work Farm – Jones Tavern Preservation Project	$ 34,282.00
H. Acton Arboretum -Cedar Arbor, Kiosk and Culvert	$ 24,000.00
I. Bruce Freeman Rail Trail (BFRT) Phase 2B	$ 170,000.00
J. Morrison Farm Well	$ 28,000.00
K. NARA Parking Lot Expansion	$ 25,000.00
L. NARA Picnic Pavilion Restroom	$ 155,000.00
Administrative Appropriation	
M. A fund for CPC direct expenses and for reimbursing the Town of Acton for administrative services and operating expenses provided in support of the Community Preservation Committee	$ 55,045.11
Total Recommended Appropriations from FY 2016 Community Preservation Fund Balance	**$1,189,863.43**
APPROPRIATION FROM OPEN SPACE SET-ASIDE FUND BALANCE	
N. Wright Hill Open Space Land Acquisition - Debt Service	$ 85,421.00
Total Recommended Appropriations from the Open Space Set-Aside Fund	$ 85,421.00
Resulting Fund Balances	
Resulting FY 2016 Community Preservation Fund Balance	$ 6,325.81
Resulting Balance in the Set-Aside Fund for the Acquisition, Creation, and Preservation of Open Space, and its Rehabilitation and Restoration	$2,316,150.87
Resulting Balance in the Set-Aside Fund for the Acquisition, Preservation, Rehabilitation and Restoration of Historic Resources	$ 40,536.32

* Pursuant to Town Charter Section 6-5 that the appropriation to the Community Housing Program Fund shall not lapse three years and one month following the effective date of the vote on this article, and that this appropriation and all prior appropriations to the Community Housing Program Fund shall continue to be available for the purpose specified until expended for that purpose or until the CPC recommends and Town Meeting votes to rescind the appropriation of any unspent funds appropriated for this purpose,

And, whereas Massachusetts General Laws Chapter 44B requires that the Town appropriate for spending, or set-aside for future spending, from the FY 2016 Community Preservation Fund Revenues at least 10% for open space, 10% for historic preservation, and 10% for community housing;

And, whereas the recommended appropriations for open space, historic preservation, and community housing each meet or exceed 10% of the FY 2016 Community Preservation Fund Revenues;

And, whereas Town Meeting may vote to delete or reduce any of the recommended amounts;

Therefore, in the event that recommended amounts are deleted or reduced, vote to appropriate as a set-aside for future spending from the FY 2016 Community Preservation Fund Balance the minimum necessary amounts to allocate not less than 10% of the FY 2016 Community Preservation Fund Revenues for open space ($110,090.22), not less than 10% of the FY 2016 Community Preservation Fund Revenues for historic

preservation ($110,090.22), and not less than 10% of the FY 2016 Community Preservation Fund Revenues for community housing ($110,090.22), or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town:

(1) transfer to and from the Community Preservation Fund and appropriate, re-appropriate, or set aside for current or later appropriation, $1,275,284, all as set forth in the article, and

(2) authorize the Town Manager to expend or set aside amounts as set forth in the article, and in compliance with conditions to be noted in the Community Preservation Committee's award letters.

Hold line items C, D, and I,

REMAINING ITEMS UNDER THIS MOTION CARRIES UNANIMOUSLY

Line Item C – Acton Housing Authority
iClicker - A Yes - 89 46% E No - 106 54%
LINE ITEM FAILED

Line Item D – Community Housing Program Fund
LINE ITEM CARRIES

Line Item I – Bruce freeman
LINE ITEM CARRIES UNANIMOUSLY

Article 8 Purchase Fire Apparatus & Equipment (Two-thirds vote)

To see if the Town will raise and appropriate, appropriate from available funds or borrow a sum of money to be expended by the Town Manager for the purchase or improvement of fire apparatus and related equipment, including related incidental costs, and to provide that, in accordance with Massachusetts General Laws Chapter 44, Section 20, the premium received by the Town upon the sale of any bonds or notes hereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town appropriate $721,750 to be expended by the Town Manager for the purpose set forth in the Article, including costs incidental and related thereto, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow $700,000 under Massachusetts General Laws Chapter 44, Section 7, as amended, and raise from general revenues $21,750 for the payment of interest and underwriting costs on such borrowing, and further that any premium received upon the sale of the bonds, less the cost of preparing, issuing and marketing them, and any accrued interest received upon the delivery of the bonds may be applied to the costs of the project and to reduce the amount authorized to be borrowed for the project by like amount, and further that the Town Manager be authorized to sell, trade or dispose of vehicles and equipment being replaced and to expend any proceeds so received.

iClicker - A Yes - 167 99% E No - 1 1%

MOTION CARRIES
Declared 2/3 by Moderator*

**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Ms. Jo-Ann Berry, the Elected Temporary Moderator is asked to moderate Article 9.

Article 9 Capital Infrastructure and Studies (Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money to be expended by the Town Manager for the purchase, replacement, study, design or implementation of programs, improvement of facilities or infrastructure as listed below, including related incidental costs, or take any other action relative thereto.

A	Memorial Library Roof and HVAC Systems Replacement	$ 1,156,000
B	Center Fire Station HVAC Improvements	$ 94,000
C	Main Street & Prospect Street Intersection Traffic Study	$ 40,000
D	Main Street Bike Route Safety Study	$ 30,000
	Total	**$1,320,000**

MOTION: Mr. Berry moves that the Town appropriate $1,320,000 to be expended by the Town Manager for the purposes set forth in the Article, including costs incidental and related thereto, and to meet this appropriation,

$1,250,000 be transferred from Overlay Surplus and $ 70,000 be transferred from Free Cash.

MOTION CARRIES UNANIMOUSLY

Article 10 Land Acquisition – 516 Massachusetts Avenue
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise and to accept a deed of fee simple interest, on such terms and conditions as the Selectmen may determine and for general municipal purposes, Parcel 6 as shown on the Town of Acton Atlas Map F2B, and in the deed recorded at the Middlesex South Registry of Deeds in Book 14061, Page 255; and further to see if the Town will raise, appropriate, and/or transfer from available funds or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Ms. Osman moves that the Town authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise the real property as set forth in the Article on such terms and conditions as the Selectmen may determine, and appropriate and transfer $35,000 from Free Cash to fund said acquisition and related transaction costs.

iClicker - A Yes - 42 29% E No - 101 71%

MOTION FAILS

Financial Consent (majority vote)
Mr. Berry moves that the Town take up the eight articles in the Consent Calendar on pages 46 through 53 of the Warrant: Articles 11, 12, 13, 14, 15, 16, 17 and 18.

Article 11 * Accept Legislation – Injury Leave Compensation Reimbursements

Article 12 * Commuter Lot & Station Maintenance

Article 13 * Septage Disposal Enterprise Budget

Article 14 * Transfer Station and Recycling Enterprise Budget
Article 15 * Sewer Enterprise Budget

Article 16 * Ambulance Enterprise Budget

Article 17 * Transportation Enterprise Fund

Article 18 * Self-Funding Programs (Revolving Funds)

Held from Consent Article 17 Transportation

Enterprise Fund

REMAINING ARTICLES UNDER THE CONSENT MOTION CARRIES UNANIMOUSLY Article 11

Article 11 * Accept Legislation – Injury Leave Compensation Reimbursements
(Majority vote)

To see if the Town will accept the provisions of Section 111F of Chapter 41 of the Massachusetts General Laws, as amended by Section 60 of Chapter 218 of the Acts of 2016, establishing a special injury leave indemnity fund for the payment of injury leave compensation or medical bills of injured firefighters or police officers, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town accept the provisions of Section 111F of Chapter 41 of the Massachusetts General Laws as amended by Section 60 of Chapter 218 of the Acts of 2016.

CONSENT MOTION CARRIES UNANIMOUSLY

Article 12 * Commuter Lot & Station Maintenance
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money to be expended by the Town Manager for the service fees, operation, maintenance or improvement of facilities and infrastructure at the South Acton Commuter Lot, including related incidental costs, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town appropriate and transfer $72,000 from the Commuter Lot Parking Fees fund balance for the purposes set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

Article 13 * Septage Disposal Enterprise Budget
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money for the purpose of septage disposal, in accordance with Massachusetts General Laws Chapter 44, Section 53 F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town appropriate $194,274 to operate the septage waste disposal program, that to meet this appropriation, $162,274 be raised from department receipts and $32,000 be transferred from retained earnings, and that the Town authorize the Town Manager to lease on such terms and conditions as he may determine vehicles and equipment for a period not to exceed five years, and to sell, trade or otherwise dispose of vehicles and equipment being replaced and to expend any proceeds so received.

CONSENT MOTION CARRIES UNANIMOUSLY

Article 14 * Transfer Station and Recycling Enterprise Budget
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, and transfer a sum of money for the purpose of solid waste disposal and recycling in accordance with Massachusetts General Laws Chapter 44, Section 53 F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town appropriate $689,511 for the purpose of solid waste disposal and recycling, that to meet this appropriation, $612,092 be raised from department receipts and $77,419 be transferred from retained earnings, and that the Town authorize the Town Manager to lease on such terms and conditions as he may determine vehicles and equipment for a period not to exceed five years, and to sell, trade or otherwise dispose of vehicles and equipment being replaced and to expend any proceeds so received.

CONSENT MOTION CARRIES UNANIMOUSLY

Article 15 * Sewer Enterprise Budget
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money for the purpose of operating and maintaining a sewer collection and treatment facility, in accordance with Massachusetts General Laws Chapter 44, Section 53 F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town raise from department receipts and appropriate $1,813,732 for the purpose of operating the sewer system.

CONSENT MOTION CARRIES UNANIMOUSLY

Article 16 * Ambulance Enterprise Budget
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, and transfer a sum of money for the purpose of health care, in accordance with Massachusetts General Laws Chapter 44, Section 53 F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town appropriate $1,367,624 for the purpose of operating the ambulance service, that to meet this appropriation, $853,400 be raised from department receipts, $314,224 be transferred from retained earnings and $200,000 be raised from general revenues.

CONSENT MOTION CARRIES UNANIMOUSLY

Article 17 * Transportation Enterprise Fund
(Majority vote)

To see if the Town will raise and appropriate, transfer or appropriate from available funds a sum of money for the purpose of transportation services, in accordance with Massachusetts General Laws Chapter 44, Section 53 F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Ms Osman moves that the Town appropriate $574,477 for the purpose of operating the transportation service, that to meet this appropriation, $226,477 be raised from department receipts, $231,000 be raised from general revenues and $117,000 be transferred from commuter lot parking fees fund balance.
Held from consent

CONSENT MOTION CARRIES UNANIMOUSLY

Article 18 * Self-Funding Programs (Revolving Funds)
(Majority vote)

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44, Section 53 E½ to authorize and continue the revolving funds for the Historic District Commission, Building Department, Health Department, Transportation Service and Fire Department as noted below, and vote on the limit on the total amount that may be expended from each such revolving fund as the FY18 Authorized Expense in the table below:

Fund Balance 6/30/2016	FY17 Budgeted Revenue	FY17 Budgeted Expense	Fund Balance 6/30/2017	FY18 Estimated Revenue	FY18 Authorized Expense
Historic District Commission					
$ 1,570	$ 200	$ 200	$ 1,570	$ 200	$ 200
Building Department					
$ 148,909	$ 297,291	$ 297,291	$ 148,909	$ 307,315	$ 307,315
Sealer of Weights and Measures					
$ 62,891	$ 13,676	$ 13,676	$ 62,891	$ 31,826	$ 31,826
Hazardous Materials Inspection					
$ 13,025	$ 81,623	$ 81,623	$ 13,025	$ 40,727	$ 40,727
Food Service Inspection					
$ 45,647	$ 51,476	$ 51,476	$ 45,647	$ 44,882	$ 44,882
Stormwater					
$ 43,824	$ 54,680	$ 54,680	$ 43,824	$ 19,550	$ 19,550
CrossTown Connect					
$ 0	$ 190,000	$ 190,000	$ 0	$ 180,000	$ 180,000
Fire Alarm Network					
$ 106,949	$ 64,715	$ 64,715	$ 106,949	$ 64,715	$ 64,715
			Total	**$689,215**	**$689,215**

, or take any other action relative thereto.

MOTION: Mr. Berry moves that the revolving funds for the Historic District Commission, Building Department, Health Department, Transportation Service and Fire Department be authorized and continued in the amounts, for the purposes, and with the limits on the total amount that may be expended as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

MOTION TO ADJOURN: Mr. Berry moves to adjourn until April 4th at 6:45, at the Acton-Boxborough Regional High School Auditorium.

MOTION TO ADJOURN CARRIES

Annual Town Meeting adjourned at 10:54pm until Tuesday, April 4, 2017 at the Acton-Boxborough Regional High School Auditorium at 6:45pm PM.

April 4, 2017

The Moderator, Mr. Mackenzie, called the Annual Town Meeting to order on Tuesday, April 5, 2016, at 6:49 pm.

The Moderator introduced the Town Manager, Steve Ledoux who gave the presentation for the annual recipient of the "Joseph A. Lalli Merit Award" endowed by the Steinberg Lalli Charitable Foundation, for outstanding work of a Town of Acton Municipal Employee. This is the Thirteenth year that this award has been issued. The Foundation gave funding nine years ago, to recognize Public Safety Employees with this award as well.

On behalf of the Board of Selectmen and the Town, we would like to thank the Steinberg Lalli Charitable Foundation.

This year's Municipal Employee of the Year award for 2017 is presented to Christopher West, of the Municipal Properties Department. He has worked for the Town for 7 years. Chris is a maintenance worker for the Municipal Properties Department. He is an essential thread in the fabric of Town Hall, always friendly with staff and keeps Town Hall clean and presentable. The town is fortunate to have him and all his skills.

Chris thanked the Town for the award. He stated that the Town is an awesome place to work and thanked the staff for helping make his job easier.

Mr. Ledoux honored the ninth annual recipient of the "Joseph A. Lalli Merit Award" for outstanding work of a Public Safety Employee. This year's Public Safety Employee of the Year is presented two members of the Police Department, Detective Luke Penney and Detective Dean Keeler. Luke Penney has been with the department for 23 years. He is currently a School Resource Officer. Dean Keeler has been with the Police Department for 21 years, and has been a member of the Drug task force since 2012. Mr. Ledoux thanked both Officer Penney and Officer Keeler for the incredible save at an incident a year ago.

Detective Dean Keeler thanked all members of Police and Fire that assisted both Detective Penney and himself.

Detective Luke Penney thanked the new Police Chief, Lieutenants and command staff for the assistance and supervision during the incident.

The Moderator gave a presentation on the iClicker, the new Electronic Voting equipment that we will use at this Town Meeting. The Moderator presented a practice motion to test the iClicker.

Practice Motion #3:
Do you favor the use of pro and con microphones at town meeting? please vote yes.

iClicker - A Yes - 103 80% E No - 25 20%

Article 19 Tax Increment Financing – Insulet Corporation
(Majority vote)

To see if the Town will vote, pursuant to Massachusetts General Laws c.40, §59, and M.G.L. c.23A, §3E and §3F, to authorize the Board of Selectmen to (a) approve and execute a Tax Increment Financing ("TIF") Agreement between the Town and Insulet Corp., providing real property tax exemptions for property containing approximately 25 acres located at 100 Nagog Park, as shown on Assessors Map B5, Parcel 19, on terms and conditions deemed by the Selectmen to be in the best interest of the Town; (b) approve submission of a Certified Project application and the TIF Agreement to the Massachusetts Economic Assistance Coordinating Council (EACC); and (c), approve and execute any necessary documents relating thereto, and to take such other actions as are necessary or appropriate to obtain approval of and implement the TIF Agreement and Certified Project application; or to take any other action relative thereto.

MOTION: Ms. Green moves that the Town endorse the designation of 100 Nagog Park, Parcel 19 of Assessors Map B5, as an Exceptional Opportunity Area, approve and authorize the Board of Selectmen to execute a Tax Increment Financing (TIF) Agreement for said parcel as negotiated by the Board of Selectmen with Insulet Corp. and substantially in the form as shown on the handout, approve submission of a Certified Project application and the TIF Agreement for said parcel to the Economic Assistance Coordinating Council (EACC) and authorize the Board of Selectmen to approve any documents and take any necessary actions related thereto.

MOTION CARRIES

Article 20 Amend Zoning Bylaw – Office Park 1 Zoning District (Nagog Park)
(Two-thirds vote)

To see if the Town will vote to amend the Zoning Bylaw, Section 5 – TABLE OF PRINCIPAL USES by changing the MINIMUM OPEN SPACE from 50% to 35% and the MAXIMUM FLOOR AREA requirement from 0.20 to 0.33 in the Office Park 1 Zoning district as follows:

Proposed

ZONING DISTRICT	MINIMUM LOT AREA in sq. ft.	MINI-MUM LOT FRONTAGE in feet	MINIMUM LOT WIDTH in feet	MINIMUM FRONT YARD in feet	MINIMUM SIDE & REAR YARD in feet	MINIMUM OPEN SPACE in percent	MAXIMUM FLOOR AREA RATIO	MAXIMUM HEIGHT in feet
OP-1	80,000	200	50	50	30 (7)	35%	0.33	36

E x i s t i n g

ZONING DISTRICT	MINIMUM LOT AREA in sq. ft.	MINI-MUM LOT FRONTAGE in feet	MINIMUM LOT WIDTH in feet	MINIMUM FRONT YARD in feet	MINIMUM SIDE & REAR YARD in feet	MINIMUM OPEN SPACE in percent	MAXIMUM FLOOR AREA RATIO	MAXIMUM HEIGHT in feet
OP-1	80,000	200	50	50	30 (7)	50%	0.20 (14)	36

And, delete footnote (14) and renumber the rest of the footnotes accordingly, or take any other action relative thereto.

[Footnote (14) currently states: (14) On LOTS within the OP-1 District, which on April 3, 1995 were held in common ownership the FLOOR AREA RATIO may be calculated by dividing the sum of the NET FLOOR AREA of all BUILDINGS on such LOTS by the DEVELOPABLE SITE AREA of such LOTS, whether or not such LOTS are contiguous or divided by a STREET.]

MOTION: Mr. Chin moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

iClicker - A Yes - 184 93% E No - 14 7%

MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001, Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001. (The Town Meeting Moderator is not required to count a 2/3 required vote.)*

Article 21 Amend Zoning Map – 92 Piper Road
(Two-thirds vote)

To see if the Town will vote to amend the Zoning Bylaw, Map Number 1, by rezoning from the Office Park 2 (OP-2) zoning district to the Residence 2 (R-2) zoning district, the parcel of land at 92 Piper Road shown in the current Acton Town Atlas on map G-3 as parcel 66, or take any other action relative thereto.

MOTION: Mr. Yacouby moves that the Town adopt the Zoning Bylaw Map amendment as set forth in the Article.

iClicker - A Yes - 83 51% E No - 81 49%

MOTION FAILS

Ms. Jo-Ann Berry, the Elected Temporary Moderator is asked to moderate Article 22.

Article 22 Amend Zoning Map – 317 Central Street (Two-thirds vote)

To see if the Town will vote to amend the Zoning Bylaw, Map Number 1, by changing the zoning district designation for Town Atlas map F2A parcel 2-3 (317 Central Street) from Village Residential (VR) to West Acton Village (WAV), or take any other action relative thereto.

MOTION: Mr. Yacouby moves that the Town adopt the Zoning Bylaw Map amendment as set forth in the Article.

iClicker - A Yes - 130 73% E No - 48

MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

General Consent (two-thirds vote)

Mr. Berry moves that the Town take up the nine articles in the Consent Calendar on pages 60, 61 and 68 through 72 of the Warrant: Articles 23, 24, 31, 32, 33, 34, 35, 36, and 37.
[Please note: Please see the individual articles in the Warrant for motions on the Consent Calendar.]

Article 23 * Amend Zoning Bylaw – Housekeeping, Accessory Apartments

Article 24 * Amend Zoning Bylaw – Dwellings on Non-Conforming Lots

Article 31 * Abandon Road Easement and Revise Street Layout – Ethan Allen Drive

Article 32 * Highway Reimbursement Program (Chapter 90)

Article 33 * Insurance Proceeds

Article 34 * Gifts or Grants

Article 35 * Federal and State Reimbursement Aid

Article 36 * Performance Bonds

Article 37 * Sale of Foreclosed Properties
Held from Consent Article 24 Amend Zoning Bylaw – Dwellings on Non-Conforming Lots

Held from Consent Article 31 Abandon Road Easement and Revise Street Layout – Ethan Allen Drive

Held from Consent Article 37 Sale of Foreclosed Properties

REMAINING ARTICLES UNDER THE CONSENT MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 23 * Amend Zoning Bylaw – Housekeeping, Accessory Apartments (Two-thirds vote)

To see if the Town will vote to amend the Zoning Bylaw as follows:

A. In Section 3.3 - Residential Uses, introductory subsection, amend subsection c) by deleting the phrase "a single FAMILY dwelling with one Apartment in a detached BUILDING under Section 3.3.2.10 of this Bylaw;" and replace it with:

> "an Accessory Apartment as provided under Section 3.8.1.6;"
>
> *[The relevant portion of Section 3.3 currently reads: where a special permit has been granted for the following: a Planned Conservation Residential Community (PCRC) under Section 9 of this Bylaw; an Independent SENIOR Residence under Section 9B of this Bylaw; an AFFORDABLE Housing Development under Section 4.4 of this Bylaw; a single FAMILY dwelling with one Apartment in a detached BUILDING under Section 3.3.2.10 of this Bylaw; a golf course under Section 3.5.17 of this bylaw.]*

B. In Section 6.3 - **Minimum Parking Space Requirements by USE**, delete subsection 6.3.1.1 and replace it with a new subsection 6.3.1.1 as follows:

6.3.1.1	Dwelling	Two spaces for each DWELLING UNIT, except for an Accessory Apartment as defined in Section 3.8.1.6.

[Subsection 6.3.1.1 currently reads:

6.3.1.1	*Dwelling*	*Two spaces for each DWELLING UNIT, except for an Apartment as defined in Section 3.3.2.]*

, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

CONSENT MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001, Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.*
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 24 * Amend Zoning Bylaw – Dwellings on Non-Conforming Lots
(Two-thirds vote)

To see if the Town will vote to amend the Zoning Bylaw as follows:

A. Non-Conforming Lots

1. Delete Section 8.1.3 and replace it with the following new Section 8.1.3:

8.1.3 Reconstruction of Single- and Two-FAMILY residential STRUCTURES on Nonconforming Lots – A lawful Single-FAMILY Dwelling on a nonconforming LOT may be reconstructed for Single-FAMILY residential USE on the same lot; and a lawful Two-FAMILY Dwelling on a nonconforming LOT may be reconstructed for Two-FAMILY residential USE on the same lot; in both cases subject to the following conditions and limitations:

8.1.3.1 The reconstructed STRUCTURE shall not exceed the FLOOR AREA RATIO on the LOT of the STRUCTURE that existed on the LOT before it was razed or damaged.

8.1.3.2 The reconstructed STRUCTURE may be placed anywhere on the LOT provided it meets all minimum yard and maximum height requirements of this Bylaw.

8.1.3.3 The FLOOR AREA RATIO shall be determined by using either architectural and plot plans for the existing STRUCTURE to be razed or, in the absence of such architectural and plot plans, the FLOOR AREA RATIO shall be determined by using the information on record at the Town of Acton Assessor's office.

8.1.3.4 Additions to the reconstructed STRUCTURE may be made after two years following the date of initial occupancy of the reconstructed STRUCTURE, if otherwise permissible.

[Note Section 8.1.3 currently reads:
Replacement of Single- and Two-Family Dwellings on Nonconforming Lots – A STRUCTURE in single family residential USE on a nonconforming LOT may be razed and rebuilt for single family residential USE; and a STRUCTURE in two-family residential USE on a nonconforming LOT may be razed and rebuilt for two-family residential USE; in both cases subject to the following conditions and limitations:

8.1.3.1 The replacement STRUCTURE shall not exceed the FLOOR AREA RATIO on the LOT of the STRUCTURE that existed on the LOT before it was razed or damaged.

8.1.3.2 The replacement STRUCTURE shall meet all minimum yard and maximum height requirements of this Bylaw.

8.1.3.3 In the absence of architectural and plot plans for the existing structure to be razed, the FLOOR AREA RATIO shall be determined by using the information on record at the Town of Acton Assessor's office.

8.1.3.4 Additions to the replacement STRUCTURE may be made after two years following the date of initial occupancy of the replacement STRUCTURE, if otherwise permissible and

subject to any permits and special permits that may be required.]

2. Delete Section 8.1.5 and replace it with the following new Section 8.1.5:

8.1.5 In all other cases, the Board of Appeals may, by special permit, allow such reconstruction of, or extension, alteration or change to a Single- or Two-FAMILY residential STRUCTURE on a nonconforming LOT, including the reconstruction anywhere on the lot of a larger structure than otherwise allowed under Section 8.1.3, where it determines either that the proposed modification does not increase the nonconformity or, if the proposed modification does increase the nonconformity, it will not be substantially more detrimental to the neighborhood than the existing STRUCTURE on the nonconforming LOT.

[Note Section 8.1.5 currently reads:
In all other cases, the Board of Appeals may, by special permit, allow such reconstruction of, or extension, alteration or change to a single or two-family residential STRUCTURE on a nonconforming LOT, where it determines either that the proposed modification does not increase the nonconformity or, if the proposed modification does increase the nonconformity, it will not be substantially more detrimental to the neighborhood than the existing STRUCTURE on the nonconforming LOT.]

, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.
Held from consent

iClicker - A Yes - 132 74% E No - 46 26%

CONSENT MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 25 # Non-Binding Resolution – Defending Our Democracy
(Majority vote)

WHEREAS, the current and increasing influence of large monetary donations in political elections threatens the democratic ideals upon which our Republic was founded; and
WHEREAS, the Town of Acton has had an illustrious history in the political development of our Republic since Revolutionary times; and

WHEREAS, it is incumbent upon the heirs to this history to speak out when the democratic process is distorted by the influence of large monetary donations by special interests to elected representatives and officials, and other practices;

NOW, THEREFORE, BE IT RESOLVED it is the position of the Town of Acton, Massachusetts, that, in order to ensure that our elected officials represent all of the People. new anti-corruption laws must be passed by the Congress of these United States and the Massachusetts General Court, such as:

- laws prohibiting elected representatives and officials from accepting campaign donations from parties whose interests the representatives or officials may have a particular role in regulating;
- laws regulating superPACs and other political groups;
- laws increasing transparency of campaign funding, so that the identities and affiliations of all parties that contribute more than a low dollar limit to a political campaign will be in the public domain immediately;
- laws preventing elected representatives and senior government officials from negotiating jobs while in office, and barring them from all lobbying activity for a significant period after they leave office;
- laws that empower all voters through a publicly funded election system;
- laws that strengthen enforcement by government agencies and ethics committees of the rules against politicians and other parties who infringe campaign finance laws.

MOTION: Mr. Webster moves that the Town adopt the non-binding resolution as set forth in the Article.

MOTION CARRIES

Article 26 # Non-Binding Resolution – Water Resource Study
(Majority vote)

Resolved that Town Meeting requests the Board of Selectmen to commission a long range (twenty year, future looking) study to establish the Town's quantitative water needs, risks to the security and quality of its water resources, and the measures needed to protect those water resources.

Or take any other action relative thereto.

MOTION: Mr. Sekuler moves that the Town adopt the non-binding resolution as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

Article 27 # Non-Binding Resolution – Water Resource Sharing
(Majority vote)

Resolved that Town Meeting requests the Board of Selectmen to engage with the Towns of Littleton and Concord, the Acton Water District and the Commonwealth of Massachusetts to reach an accord on equitable access to water from Nagog Pond.

Or take any other action relative thereto.

MOTION: Mr. Sekuler moves that the Town adopt the non-binding resolution as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

Article 28 # Non-Binding Resolution – Affirming Acton's Right
(Majority vote)

Resolved that Town Meeting requests the Board of Selectmen to petition the Legislature of the Commonwealth of Massachusetts to affirm Acton's right to draw water from Nagog Pond, as defined in Section 10, Chapter 201 of the Acts of 1884, and to initiate the processes required for Acton to exercise that right.
Or take any other action relative thereto.

MOTION: Mr. Sekuler moves that the Town adopt the non-binding resolution as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

Article 29 Transfer Real Property – 4 Cherry Ridge Road
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to transfer the real property shown as Parcel 36 on the Town of Acton Atlas Map F1 and recorded at the Middlesex South Registry of Deeds in Deed Book 17912 Page 323, which land is currently held for general municipal purposes, from the tax title custodian to the Board of Selectmen for the purpose of conveyance, and to authorize the Board of Selectmen to convey such land for affordable housing purposes on such terms and conditions and for such consideration, which may be non-monetary consideration, as the Selectmen may determine, or take any other action relative thereto.

MOTION: Ms. Adachi moves that the Town authorize the transfer of the real property shown as Parcel 36 on Town of Acton Atlas Map F1, from its current custodian to the Board of Selectmen for the purpose of conveyance, and authorize the conveyance of that property as set forth in the Article.

iClicker - A Yes - 80 66% E No - 42 34%

MOTION FAILS

Article 30 Transfer Real Property – 43-45 School Street
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to transfer the real property shown as Parcel 25 on Town of Acton Atlas Map H3A and recorded at the Middlesex South Registry of Deeds in Deed Book 67248 Page 117, which land is currently held for general municipal purposes, from the tax title custodian to the Board of Selectmen for the purpose of conveyance, and to authorize the Board of Selectmen to convey such land for affordable housing purposes on such terms and conditions and for such consideration, which may be non-monetary consideration, as the Selectmen may determine, or take any other action relative thereto.

MOTION: Ms Osman moves that the Town authorize the transfer of the real property shown as Parcel 25 on Town of Acton Atlas Map H3A, from its current custodian to the Board of Selectmen for the purpose of conveyance, and authorize the conveyance of that property as set forth in the Article.

CONSENT MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 31 * Abandon Road Easement and Revise Street Layout – Ethan Allen Drive
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to abandon and terminate the Town's right, title and interest in an existing easement for a road extension situated westerly of and roughly perpendicular to Ethan Allen Drive between the properties numbered 19 and 21 Ethan Allen Drive, and modify the layout of that portion of the road in the vicinity of said easement, on such terms and conditions as the Selectmen may determine, as shown on a plan entitled "Plan of Land in West Acton Mass., Owned by: Flagg Hill Estates Inc. (Section III), Scale: 1 inch = 40 feet, dated March 17, 1961" prepared by Everett M. Brooks Co. and recorded at the Middlesex South District Registry of Deeds as Plan 984 of 1961; or take any other action relative thereto.

MOTION: Mr. Berry moves in the words of the Article.
Held from consent

MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 32 * Highway Reimbursement Program (Chapter 90)
(Majority vote)

To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money for highway improvements under the authority of Massachusetts General Laws Chapter 90, and any other applicable laws, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town authorize the Town Manager to accept Highway funds from all sources and that such funds are hereby appropriated for highway purposes.

CONSENT MOTION CARRIES

Article 33 * Insurance Proceeds
(Majority vote)

To see if the Town will vote to appropriate the proceeds of any insurance policy reimbursements of costs incurred as a result of any covered loss, including without limitation any liability insurance, property insurance, casualty insurance, workers' compensation insurance, health insurance, disability insurance, automobile insurance, police and fire injury and medical costs, and any other insurance of any name and nature whatsoever, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town Manager is authorized to accept insurance proceeds of any name and nature whatsoever from all sources and such funds are hereby appropriated.

CONSENT MOTION CARRIES

Article 34 * Gifts or Grants
(Majority vote)

To see if the Town will vote to appropriate the proceeds of any gifts or grants accepted pursuant to Massachusetts General Laws Chapter 44, Section 53A as amended, and any interest thereon, and that, consistent with the requirements of Massachusetts General Laws, Chapter 40, Section 4A, the Board of Selectmen or Town Manager are authorized to enter into an agreement or agreements on behalf of the Town, on such terms and conditions as the Board of Selectmen or the Town Manager may determine, for the stated purposes of the gifts or grants, or take any other action relative thereto.

MOTION: Mr. Berry moves that the proceeds of any gifts or grants from any source accepted pursuant to Massachusetts General Laws, Chapter 44, Section 53A, and any interest thereon, are hereby appropriated for the stated purposes of the gifts or grants, and may be expended with the approval of the Board of Selectmen or otherwise as stated in Section 53A.

CONSENT MOTION CARRIES

Article 35 * Federal and State Reimbursement Aid
(Majority vote)

To see if the Town will vote to appropriate any Federal Government and State Government reimbursement for costs incurred as a result of any declared emergencies or other occurrence, and that, consistent with the requirements of Massachusetts General Laws Chapter 40, Section 4A, the Board of Selectmen or Town Manager are authorized to enter into an agreement or agreements on behalf of the Town, on such terms and conditions as the Board of Selectmen or the Town Manager may determine, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town Manager is authorized to accept Federal and State reimbursement funds from all sources and that such funds are hereby appropriated for the purposes outlined by such reimbursement.

CONSENT MOTION CARRIES

Article 36 * Performance Bonds
(Majority vote)

To see if the Town will vote to appropriate the proceeds of any performance bonds for the purposes stated in said bonds available as a result of any default, non-performance or other covered conditions, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town appropriate the proceeds of any performance bonds, for the purposes stated in said bonds, available as a result of any default, non-performance or other covered conditions.

CONSENT MOTION CARRIES

Article 37 * Sale of Foreclosed Properties
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to dispose of foreclosed properties acquired by the Town for nonpayment of taxes in accordance with the provisions of Massachusetts General Laws, or take any other action relative thereto.

MOTION: Mr. Berry moves in the words of the Article.

Held from consent

MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

MOTION TO DISSOLVE: Mr. Berry moves to dissolve the Annual Town Meeting at 10:17pm.

MOTION TO DISSOLVE CARRIES

The following served as tellers for this Annual Town Meeting;

Charlie Kadlec, Head Teller
Anne Kadlec
Mary Ann Ashton
Ann Chang
Marion Maxwell
Ruth Kohls
Jeff Bergart
Joan Gardner
Marilyn Peterson
John Sonner
Karen Sonner
Debra Simes

ABSTRACT OF THE ANNUAL TOWN MEETING HELD MONDAY, DECEMBER 4, 2017, 7:00 P.M.

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL AUDITORIUM

NUMBER OF REGISTERED VOTERS ATTENDING TOWN MEETING
DECEMBER 4, 2017 – 1242

The Moderator, Mr. Peter Ashton, called the Special Town Meeting to order on Monday, December 4, 2017, at 8:30 PM.

Mr. Ashton welcomed town meeting members.

Mr. Ashton gave a brief overview of the process of Town Meeting.

Mr. Ashton introduced the chair of the Board of Selectmen, Janet Adachi, who then introduced the members at the table , Katie Green – V Chair, Joan Gardner – Clerk, as well as Peter Berry and Chingsung Chang, members of the Board of Selectmen. In addition, Steve Ledoux – Town Manager, Nina Pickering Cook - Town Counsel, Eva Szkaradek - Town Clerk.

The Moderator introduced the Chair of the Finance Committee, Stephen R. Noone, who then introduced the members at the table, Jason Cole - V Chair, Dave Wellinghoff – Clerk, Bob Evans, Michael F. Majors , Roland Bourdon, III, Jeffrey Bergart, Jon Benson, Thomas F. Farley, Christine Russell, and Christiana Andersen.

The Moderator asked Town Meeting to vote to allow Non Resident Town Staff to speak to the Articles of this Special Town Meeting if needed.
Motion carries to allow speakers.

The Moderator gave a presentation on the iClicker, the new Electronic Voting equipment that we will use at this Town Meeting. The new voting process was voted at the Special Town Meeting held October 5, 2016, Article 2, adding section A7 to the Town Bylaws.

Motion to take Article 5 and 6 up after Article 1.

iClicker - A Yes - 786 (71%) E No - 315 (29%)

MOTION CARRIES

Article 1 Acton-Boxborough Regional School District Building Project:
(Majority vote) Feasibility Study, Preliminary Design and Owner's Project Manager Funds

To see if the Town will approve the appropriation of $1,300,000 from Certified Excess and Deficiency funds of the Acton-Boxborough Regional School District, for the purpose of paying the costs of a feasibility study and schematic design relating to the C. T. Douglas Elementary School Statement of Interest, including all costs incidental or related thereto (the "Study"), and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the District's School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and MSBA.

Motion

Mr. Bruce moves that the Town hereby approves the appropriation of $1,300,000 from Certified Excess and Deficiency funds of the Acton-Boxborough Regional School District for the purpose of paying the costs of a feasibility study and schematic design relating to the C. T. Douglas Elementary School Statement of Interest, including the payment of all costs incidental or related thereto (the "Study"), and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the District's School Building Committee; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and MSBA.

iClicker - A Yes - 993 (92%) E No - 84 (8%)

MOTION CARRIES

Article 5 Amend Zoning Bylaw – Marijuana Establishment Temporary Moratorium
(Two-thirds vote)

To see if the Town will vote to amend the Zoning Bylaws by adding a new Section 3.12, "Marijuana Establishment Temporary Moratorium," or take any other action relative thereto:

3.12 Marijuana Establishment Temporary Moratorium

3.12.1 Definition – MARIJUANA ESTABLISHMENT shall mean a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business; provided, however, that a MARIJUANA ESTABLISHMENT shall not include a medical marijuana treatment center defined by and registered under Chapter 369 of the Acts of 2012.

3.12.2 Purposes – By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law entitled the Regulation and Taxation of Marijuana Act (the "Act"), regulating the control and production and distribution of marijuana under a system of licenses and regulations. Currently under the Zoning Bylaw, a Marijuana Retailer or Establishment is not a permitted use in the Town and any regulations promulgated by the Cannabis Control Commission are expected to provide guidance to the Town in regulating marijuana sales and distribution. The regulation of marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Marijuana Retail or Distribution centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Marijuana Retail sales

and distribution and other uses related to the regulation of marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Marijuana Retail and Distribution so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

3.12.3 Temporary Moratorium – Consistent with the purposes set forth in Section 3.12.2 and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of any TRACT OF LAND, LOT, BUILDING, or STRUCTURE for a MARIJUANA ESTABLISHMENT. The temporary moratorium shall be in effect through December 31, 2018. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of marijuana in the Town, consider the Cannabis Control Commission regulations regarding MARIJUANA ESTABLISHMENTS and related uses to be promulgated pursuant to General Laws Chapter 94G, and consider adopting new Zoning Bylaws to address the impact and operation of MARIJUANA ESTABLISHMENTS and related uses.

Motion

Ms. Adachi Move that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

iClicker - A Yes - 721 (80%) E No - 179 (20%)

MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 6 # Non-Binding Resolution – Ballot Question on Recreational Marijuana Establishment (Majority vote)

Resolved that Town Meeting requests that the Board of Selectmen vote to place on the ballot at the next regular or special election held by the Town the following ballot question to ban the operation of any recreational marijuana establishment in the Town of Acton:

BALLOT QUESTION:
Shall the Town of Acton adopt the following general by-law and zoning by-law amendments?

Yes: ____ or No: ____

General Bylaw:

Add the following provision E59 to the Town's General Bylaws, General Public Regulations, and the following provision E45 to existing list of Chapters and Section in General Bylaw E45. Non-Criminal Disposition:

E59. Marijuana Establishment
1. Prohibition: The operation of any marijuana establishment, as defined in M.G.L. c. 94G, § 1, including, without limitation, a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business, within the Town of Acton is prohibited. This prohibition shall not apply to the sale, distribution or cultivation of marijuana for medical purposes licensed or registered under Chapter 369 of the Acts of 2012.

2. Penalty: The penalty for violation of this Bylaw shall be three hundred dollars ($300.00) for each offense. Each calendar day upon which a prohibited marijuana establishment operates in violation of this Bylaw shall constitute a separate offense.

E45. Non-Criminal Disposition
Chapter E - Section E59 - Marijuana Establishment - enforcing Persons – Regular Police Officer - Fine $300.00, each offense

Zoning Bylaw:

Add the following new Section 3.7.1, after the Table of Prohibited Uses in Section 3.7:

3.7.1 Marijuana Establishment: The operation of any marijuana establishment, as defined in M.G.L. c. 94G, § 1, including, without limitation, a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business, within the Town of Acton is prohibited. This prohibition shall not apply to the sale, distribution or cultivation of marijuana for medical purposes licensed or registered under Chapter 369 of the Acts of 2012.

Motion

Matt Onken Move that the Town adopt the non-binding resolution as set forth in the Article.
iClicker - A Yes - 592 (76%) E No - 187 (24%)

MOTION CARRIES

Article 2 Community Preservation Program – Appropriations from Open Space
(Two-thirds vote) Set-Aside and Related Actions – 161 Newtown Road

To see if the Town will vote to:

(a) authorize the Conservation Commission to (i) acquire for open space and conservation purposes under M.G.L. c. 44B (the Community Preservation Act) by purchase, gift, eminent domain or otherwise, on such terms and conditions as the Conservation Commission may determine, (ii) accept a deed of fee simple interest in a portion of the real property located at 161 Newtown Road, and depicted on Assessors' Map D3 as Parcel 11, said portion consisting of Lots 1 & 3 as shown on Middlesex South Registry of Deeds Plan 125 of 2017 and consisting of approximately 10.9 ± acres, as such area may be adjusted, (iii) to accept a non-exclusive perpetual easement for access across a portion of the land shown as Lot 2 on said plan;

(b) appropriate the purchase price and all necessary and appropriate transaction costs for said purchase including, without limitation, costs for due diligence, legal services, bonding, conservation restriction and its monitoring and enforcement, and other transaction, acquisition and related costs;

(c) transfer, appropriate and expend, pursuant to the favorable recommendation of the Community Preservation Committee from the existing Open Space Set Aside portion of the Community Preservation Fund balance an amount not to exceed $770,000 for the acquisition, consistent with this article, of the real property described in paragraph (a) of this article;

(d) raise, appropriate, transfer, or appropriate from available funds an additional $30,000 for the acquisition, consistent with this article, of the real property described in paragraph (a) of this article;

(e) raise, appropriate, transfer from available funds or accept gifts and grants of such additional funds as are necessary to accomplish the purposes of this article, consistent with paragraph (b) of this article;

(f) authorize the Selectmen and the Conservation Commission to submit on behalf of the Town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts, or the United States, under the Self-Help Act (M.G.L. Chapter 132A § 11) and/or any other state or federal programs including those in aid of conservation land acquisition, and to transfer, appropriate and expend any said amount so received consistent with this article;

(g) authorize and direct the Conservation Commission to impose a perpetual Conservation Restriction on the open space so acquired, in accordance with M.G.L. c. 44B, § 12(a) and M.G.L. c. 184, §§ 31-33, on such terms and conditions as the Selectmen may determine (the "Conservation Land"); and

(h) authorize the Selectmen, the Town Manager, the Treasurer, and the Conservation Commission, as appropriate, to enter into all agreements and execute any and all instruments as may be necessary to effect this article;

or take any other action relative thereto.

Motion

Mr. Foster Move that
(1) the Town authorize all actions set forth in the article,
(2) the Town appropriate $800,000 to pay costs of the acquisition of the real property consisting of approximately 10.9 acres, located as 161 Newtown Road, and depicted on Assessors' Map D3 as Parcel 11, consisting of Lots 1 & 3 as shown on Middlesex South Registry of Deeds Plan 125 of 2017 as set forth in the article, including the payment of all costs incidental and related thereto;
(3) to meet this appropriation,
(a) $770,000 shall be transferred from the Open Space Set-Aside portion of the Community Preservation Fund balance; and
(b) $30,000 shall be transferred from free cash;
and (4) the Town authorize the Selectmen, the Town Manager, the Treasurer, and the Conservation Commission to take all actions within their respective jurisdictions specified in or consistent with the article.

iClicker - A Yes - 271 (89%) E No - 84 (11%)

MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 3 Amend Zoning Map – Brookside Shops (145 Great Road)
(Two-thirds vote)

To see if the Town will vote to amend the Zoning Bylaw, Map Number 1, by changing the zoning district designation for Town Atlas parcel F4-37 (145 to 149 Great Road) from Residence 8 (R-8) to Limited Business (LB), or take any other action relative thereto.

Motion
Ray Yacouby Move that the Town adopt the Zoning Bylaw map amendments as set forth in the Article.

iClicker - A Yes - 136 (96%) E No - 6 (4%)

MOTION CARRIES
Declared 2/3 by Moderator*
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Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 4 Amend Zoning Bylaw – Shopping Center Parking
(Two-thirds vote)

To see if the Town will vote to amend Section 6.3 (Minimum Parking Space Requirements by USE), of the Zoning Bylaw by deleting subsection 6.3.1.7 and replacing it with a new subsection 6.3.1.7 as follows, or take any other action relative thereto:

6.3.1.7	Bank; Credit Union; Convenience Store; Shopping Center with two or more Restaurants, Retail Stores or Services, or any combination thereof	Three spaces per 1,000 s.f. of NET FLOOR AREA.

[Subsection 6.3.1.7 currently reads:]

6.3.1.7	*Bank; Credit Union; Convenience Store; Shopping Center with two or more Retail Stores*	*Three spaces per 1000 s.f. of NET FLOOR AREA.*

Motion

Emily Ying Move that the Town adopt the Zoning Bylaw amendment as set forth in the Article.

iClicker - A Yes - 118 (98%) E No - 2 (2%)

MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

CONSENT MOTION

Ms. Adachi moves that the Town take up the five articles in the Consent Calendar on pages 20 through 26 of the Warrant: Articles 7, 8, 9, 10 and 11.

Article 7 * Amend General Bylaws – Department Revolving Funds

Article 8 * Amend General Bylaws – Animal Control Officer Enforcement Authority

Article 9 * Abandon Road Easement – Faulkner Hill Road
Article 10 * Accept Sidewalk Easement – High Street

Article 11 * Accept Access Easement – Mohegan Lane

Held from Consent Article 10 held

Remaining article 7 8 9 and 11

iClicker - A Yes - 105 (98%) E No - 2 (2%)

REMAINING ARTICLES UNDER THE CONSENT MOTION CARRIES

MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 7 * Amend General Bylaws – Department Revolving Funds
(Majority vote)

To see if the Town will vote to amend the General Bylaws, pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 53E½, Revolving Funds, as most recently amended by Section 86 of Chapter 218 of the Acts of 2016, the Municipal Modernization Act, by inserting the following section entitled "Chapter Y – Department Revolving Funds," or take any other action relative thereto.

CHAPTER Y
Department Revolving Funds

1. Purpose. This bylaw establishes and authorizes revolving funds for use by specified Town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by Massachusetts General Laws Chapter 44, Section 53E½.

2. Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this bylaw without appropriation subject to the following limitations:

A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
B. No liability shall be incurred in excess of the available balance of the fund.
C. The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen and Finance Committee.

3. Interest. Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the General Fund.

4. Procedures and Reports. Except as provided in Massachusetts General Laws Chapter 44, Section 53E½ and this bylaw, the laws, charter provisions, bylaws, rules, regulations, policies or procedures that govern the receipt and custody of Town monies and the expenditure and payment of Town funds shall apply to the use of a revolving fund established and authorized by this bylaw. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.

5. Authorized Revolving Funds. Each of the following individual revolving funds shall be authorized and list, where applicable:

A. Each revolving fund authorized for use by a town department, board, committee, agency or officer;
B. The department or agency head, board, committee or officer authorized to spend from each fund;
C. The fees, charges and other monies charged and received by the department, board, committee; agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant;
D. The expenses of the program or activity for which each fund may be used; and
E. The fiscal years each fund shall operate under this bylaw.

A Revolving Fund	B Entity Authorized to Spend	C Receipts Credited to Fund	D Expenses Payable from Fund	E Fiscal Years
Historic District Commission	Historic District Commission	Receipts from application fees	Costs to prepare and distribute rulings and guidance on historical issues and incidental expenses	FY 2019, et seq.
Building Inspector	Building Department	Receipts from permit, administrative and archiving fees for gas, electrical and plumbing permits	Costs for contractual inspectors, archiving services and incidental expenses	FY 2019, et seq.
Sealer of Weights and Measures	Health Department	Receipts from inspection fees and fines for scales, weights and measuring devices	Costs for supplies, equipment, services and incidental expenses	FY 2019, et seq.
Hazardous Materials	Health Department	Receipts from permits and fines to store hazardous materials and underground storage tanks	Costs for supplies, equipment, inspectors and incidental expenses	FY 2019, et seq.
Food Service	Health Department	Receipts from inspection fees and fines related to food service	Costs for supplies, equipment, inspectors and incidental expenses	FY 2019, et seq.
Stormwater	Land Use Department	Receipts from permit and inspection fees and fines related to stormwater management	Costs for compliance, inspections, subcontractors and incidental expenses	FY 2019, et seq.
CrossTown Connect	Transportation Department	Receipts from public and private partners for transportation services	Costs for dispatching services and incidental expenses	FY 2019, et seq.
Fire Alarm Network	Fire Department	Receipts from fire alarm box fees	Costs for maintaining the fire alarm network and incidental expenses	FY 2019, et seq.

Ms Adachi Move that the Town adopt the General Bylaws amendment as set forth in the Article.

iClicker - A Yes - 105 (98%) E No - 2 (2%)

CONSENT MOTION CARRIES

Article 8 * Amend General Bylaws – Animal Control Officer Enforcement Authority
(Majority vote)

To see if the Town will vote to amend the Animal Control Bylaw in Chapter E of the General Bylaws to add the following new section E26, or take any other action relative thereto.

> **E26.** The Town of Acton Animal Control Officer, or any other Town official acting as his or her deputy or designee, is authorized to enforce this Bylaw and the Commonwealth's animal control laws found in Massachusetts General Laws Chapter 140, Sections 137A through 174F as may be amended or enlarged from time to time.

Motion

Ms Adachi Move that the Town adopt the General Bylaws amendment as set forth in the Article.

iClicker - A Yes - 105 (98%) E No - 2 (2%)

CONSENT MOTION CARRIES

Article 9 * Abandon Road Easement – Faulkner Hill Road
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to abandon and terminate the Town's right, title and interest in an existing easement for a road extension situated southerly of Faulkner Hill Road between the properties numbered 31 and 33 Faulkner Hill Road on such terms and conditions as the Selectmen may determine, as shown on a plan entitled "Subdivision of Land in Acton Mass., Faulkner Hill Estates II, M&L Building Corp., 26 Park Lane, Concord Mass, Scale: 1 inch = 40 feet, dated November 1963" prepared by Olva E Hinsta Associates - Engineers, between Lots 35A and 36A, and recorded at the Middlesex South District Registry of Deeds as Plan 63 of 1964; or take any other action relative thereto.

Motion

Ms Adachi Move that the Town abandon the road easement as described in the Article.

iClicker - A Yes - 105 (98%) E No - 2 (2%)

CONSENT MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001, Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.*
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 10 * Accept Sidewalk Easement – High Street
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire, on such terms and conditions as the Selectmen may determine, by purchase, gift, eminent domain or otherwise and to accept a non-exclusive, perpetual right and easement in gross over, under and upon the land shown as "Proposed Sidewalk Easement" on a plan of land entitled "Plan of Land, Owned By: 248 High Street, LLC, Property Address: 248 High Street, Acton, MA 01720" dated June, 2016 and recorded with the Middlesex South District Registry of Deeds as Plan No. 969 of 2016, for all purposes for which sidewalks are now or hereinafter may be used in the Town, and further to see of the Town will raise, appropriate, transfer from available finds, or accept gifts for this purpose, or take any other action relative thereto.

Motion

Mr. Chang Move that the Town authorize the acquisition of the easement as set forth in the Article.
Held from consent

iClicker - A Yes - 99 (93%) E No - 8 (7%)

MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001, Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.*
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

Article 11 * Accept Access Easement – Mohegan Lane
(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire, on such terms and conditions as the Selectmen may determine, by purchase, gift, eminent domain or otherwise and to accept a non-exclusive, perpetual right and easement, appurtenant to Town-owned land located at 24 Cherokee Road Behind (Town Atlas Map Parcel D2-137), to pass and repass over, across and along the area shown as "40' Easement as Shown on Plan No. 997 of 1962" on a plan of land entitled "Definitive Plan for Mohegan Lane" dated March 25, 2016, recorded with the Middlesex South Registry of Deeds in Plan Book 2017, Page 47, for all purposes for which streets, sidewalks and ways are now or hereinafter may be used in the Town, or take any other action relative thereto.

Motion

Ms Adachi Move that the Town authorize the acquisition of the easement as set forth in the Article.

iClicker - A Yes - 105 (98%) E No - 2 (2%)

CONSENT MOTION CARRIES
Declared 2/3 by Moderator*
**Town of Acton has accepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,*
Article 43 and the amended Bylaw 5A was approved by the Attorney General on Aug. 6, 2001.
(The Town Meeting Moderator is not required to count a 2/3 required vote.)

MOTION TO DISSOLVE: Ms. Adachi moves to dissolve the Special Town Meeting at 12:04am.

MOTION TO DISSOLVE CARRIES

The following served as tellers for this Annual Town Meeting;

Charlie Kadlec, Head Teller
Anne Kadlec
Mary Ann Ashton
Ann Chang
Marion Maxwell
Maura Harrigan
Wei Song
Lauren Morton
David McMullin
John Sonner
Karen Sonner
Debra Simes
Laura Krieger
Mary Lynn Miller
Julie Coop

TOWN OF ACTON
ANNUAL TOWN ELECTION
MARCH 28, 2017

Vote Count		PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	Total	%
MACHINE	8:00 AM	33	12	2	15	10	22	94	0.62%
	9:00 AM	49	53	25	33	15	26	201	1.32%
	10:00 AM	52	68	32	37	36	35	260	1.70%
	11:00 AM	68	84	43	47	41	43	326	2.13%
	12:00 PM	77	109	69	65	49	58	427	2.79%
	1:00 PM	83	126	85	82	62	67	505	3.30%
	2:00 PM	96	141	100	98	72	74	581	3.80%
	3:00 PM	103	150	117	103	74	93	640	4.19%
	4:00 PM	114	174	142	115	91	115	751	4.91%
	5:00 PM	124	190	170	148	106	131	869	5.69%
	6:00 PM	150	213	198	173	118	15	867	5.67%
	7:00 PM	182	246	247	199	148	168	1190	7.79%
	8:00 PM	207	277	270	222	171	190	1337	8.75%
MACHINE TOTAL - FINAL		207	277	270	222	171	190	1337	8.75%
PROVISIONAL BALLOTS		0	0	0	0	0	0	0	0.00%
HAND COUNT		0	0	0	0	0	0	0	0.00%
TOTAL VOTED		207	277	270	222	171	190	1337	8.75%
TOTAL # REGISTERED VOTERS		**2601**	**2610**	**2538**	**2642**	**2568**	**2324**	**15283**	
MODERATOR									
BLANKS		50	72	52	35	34	36	279	20.87%
PETER K. ASHTON		154	203	213	186	135	151	1042	77.94%
ALLEN NITCHELM		3	0	2	0	1	1	7	0.52%
SCATTERED		0	2	3	1	1	2	9	0.67%
		207	**277**	**270**	**222**	**171**	**190**	**1337**	**100.00%**
BOARD OF SELECTMAN									
BLANKS		78	77	88	49	54	61	407	15.22%
PETER BERRY		111	129	183	171	101	125	820	30.67%
FRANCES J. OSMAN		69	155	168	131	86	95	704	26.33%
JOAN N. GARDNER		156	193	100	93	101	97	740	27.67%
SCATTERED		0	0	1	0	0	2	3	0.11%
		414	**554**	**540**	**444**	**342**	**380**	**2674**	**100.00%**

SCHOOL COMMITTEE								
BLANKS	189	240	214	152	136	128	1059	26.40%
AMY L. KRISHNAMURTHY	86	129	167	131	94	122	729	18.18%
MAYA M. MINKIN	75	149	160	142	91	112	729	18.18%
PAUL A. MURPHY	116	165	146	141	96	123	787	19.62%
ANGIE A. TSO	152	148	120	100	96	85	701	17.48%
SCATTERED	3	0	3	0	0	0	6	0.15%
	621	**831**	**810**	**666**	**513**	**570**	**4011**	**100.00%**
LIBRARY TRUSTEE								
BLANKS	86	104	89	69	49	58	455	34.03%
HARVEY P. BERLINER	39	51	97	60	42	36	325	24.31%
THOMAS M. LEMIRE	38	50	51	59	30	46	274	20.49%
TORI W. ORR	43	72	29	33	49	50	276	20.64%
SCATTERED	1	0	4	1	1	0	7	0.52%
	207	**277**	**270**	**222**	**171**	**190**	**1337**	**100.00%**
HOUSING AUTHORITY								
BLANKS	62	81	76	40	48	48	355	26.55%
NANCY M. KOLB	144	194	191	182	123	141	975	72.92%
SCATTERED	1	2	3	0	0	1	7	0.52%
	207	**277**	**270**	**222**	**171**	**190**	**1337**	**100.00%**
WATER COMMISSIONER								
BLANKS	57	79	75	43	46	49	349	26.10%
STEPHEN C. STUNTZ	149	196	193	179	125	139	981	73.37%
SCATTERED	1	2	2	0	0	2	7	0.52%
	207	**277**	**270**	**222**	**171**	**190**	**1337**	**100.00%**
WATER DISTRICT CLERK								
BLANKS	60	85	78	51	48	51	373	27.90%
WILLIAM T. STANFORD, II	146	191	190	171	123	136	957	71.58%
SCATTERED	1	1	2	0	0	3	7	0.52%
	207	**277**	**270**	**222**	**171**	**190**	**1337**	**100.00%**

OTHER INFORMATION

REGISTERED VOTER STATISTICS	2017
DEMOCRAT	4311
REPUBLICAN	1435
UNENROLLED	9182
OTHERS	171
TOTAL REGISTERED VOTERS	15099
UNREGISTERED	6412
POPULATION	21511

DOG STATISTICS	
DOG LICENSES ISSUED	1873
KENNEL LICENSES ISSUED	2

VITAL STATISTICS	
BIRTHS RECORDED	184
MARRIAGES RECORDED	63
DEATHS RECORDED	167

NAME	DOD	AGE
ALTMAN, IKE	01/24/17	86
ANDERSON, CLAIRE MARIE (DEACON)	11/26/17	88
ANDRADE, JOSEPH	06/17/17	98
ANDREA FORTINI (SECCARECCIO)	12/27/17	62
BARNES, PHYLLIS M. (MORLOCK)	06/30/17	95
BEAUDOIN, CONSTANCE MARIE (TUCKER)	05/31/17	85
BELSETH, DOROTHY E.	02/26/17	98
BEN-DAVID, IRIS AMY	07/16/17	44
BENNETT, ELIZABETH M. (FRANK)	07/31/17	62
BERNSTEIN, ALVIN J.	03/10/17	88
BINTLIFF, MARGARET O. (O'MAHONY)	04/24/17	94
BOOTHROYD, WILLIAM F.	05/31/17	84
BOZEK, ELEANOR (GORSKI)	02/23/17	90
BRANDON, ROBERT J.	01/17/17	90
BRONSON, IRMA (SCHWARTZ)	11/04/17	90
BULJAN, BILJANA V. (MARJANOVIC)	03/10/17	75
BUMPUS, JOYCE ELLEN (BRENNAN)	02/11/17	77
CAHILL, ELIZABETH F. (FAHEY)	10/21/17	84
CALSON, DOREEN J. (STAPLEFORD)	09/15/17	91
CAMPOBASSO, PATRICIA FRANCES (MCALLISTER)	10/12/17	79

CARUSI, SHIRLEY M. (MAHONEY)	04/12/17	90
CAVOOTO, FRED THOMAS	01/29/17	86
CENTAURO, STELLA J. (FEMINO)	01/05/17	91
CHADEAYNE, LEE	03/25/17	83
CLARENCE EDWIN DAY	12/26/17	84
COLLINS, LAWRENCE THOMAS	01/14/17	64
COLOMBO, JOHN NUNZIO	04/28/17	89
CORMIER, WILLIAM JOSEPH	11/18/17	100
COWEN, DAVID C.	04/13/17	63
DARLING, MILDRED LOUISE (BADGER)	01/19/17	92
DAVIS-JENSEN, LAURIE M.	06/14/17	36
DE FOREST, CLINTON W.	01/11/17	84
DELEPPO, DONALD JOSEPH	03/28/27	84
DIGUETTER, PAUL J.	05/08/17	77
DINITTO, EDWARD, JOSEPH	03/18/17	67
DONAHUE, MARGARET MARY	12/04/17	71
DONNELLY, ELIZABETH M. (HALLISSEY)	10/15/17	77
DOSHI, ANSUYABEN (PAREKH)	03/21/17	81
DUFFY, ELIZABETH A. (COSTELLO)	10/01/17	85
ELOISE C. PRONKO (ODOM)	12/26/17	96
EMMONS, JANE MARIE (EWAN)	05/04/17	68
EVANS, GORDON HERBERT	05/08/17	90
FAN, WEIMING	06/20/16	67
FENTON, CAROLYN (KONDRAT)	02/20/17	64
FERRARI JR, ANTHONY	12/11/17	62
FICHTEL, DIANNE M. (MAYO)	02/28/17	62
FIELD, SHELDON WILBUR	02/10/17	93
FISHER, MARIANNE HAGERTY	03/12/17	79
FOELLER JR, CARL W.	09/23/17	71
FORD JR., ALBERT	11/16/17	59
FOURNIER, GERALDINE L. (CHANT)	04/30/17	85
FRANCISCONO, NADIA ELISABETH	05/14/17	52
FURIA, GABRIEL	07/08/17	80
GALAMBOS, ALICE (KELLEY)	10/16/17	98
GALLINGER, ROBERT HAROLD	05/25/17	53
GEORGE H. SHELDON	12/11/17	89
GIAQUINTO, BARBARA E. (WILMOT)	06/22/17	89
GIBBS, PETER F.	10/26/17	86
GODLEY, VERA MADLINE (KEABLE)	10/18/17	75
GOSSELIN, RONALD A.	06/14/17	83
GUO, ZEKUN	03/11/17	78
HALL, RITA F. (DESPRES)	06/15/17	85
HARNETT, JR. LAWRENCE E.	05/11/17	86
HARRISON, ELEANOR H. (HAALAND)	05/08/17	91

HAWE, ROBERT CLIFTON	07/11/17	89
HEBERT, PAUL LIONEL	02/23/17	92
HELLER, MARY LONA (MITCHELL)	01/15/17	73
HELLERBACH-PAKETT, GRACE (OKSER)	10/31/17	94
HOULE, WILLIAM A.	01/19/17	75
HUME, ALBERT A.	07/19/17	85
IANDIORIO, TERRELL J.	08/16/17	46
JACKSON, RONALD J.	08/29/17	74
JAMES B. CRONIN	12/28/17	50
JOHN, ROSE T (TIPALDI)	09/05/17	101
JOHNSON, ROBERT ANTON	11/04/17	74
JOHNSON, ROBERT WARREN	07/02/17	95
JOSEPH CAVOOTO	12/23/17	33
KALDENBACH, ROBERT JOYCE	03/03/17	83
KANE, ALMA DORIS (LAFOND)	10/06/17	99
KAUTZ, PAUL CONRAD	06/13/17	87
KEPHART, DAVID PETER	07/18/17	59
KOEPPER, THEODORA E. (BERBERICH)	02/21/17	94
KUPRISS, FRANCIS R.	01/13/17	95
LARSON, MARIE (LIPANI)	08/04/17	92
LAWTON, GARY EDWARD	02/14/17	78
LESLIE SR, PAUL MAURICE	11/07/17	85
LUO, WEIFANG	04/27/17	71
MAFALDA A. PAREDES (CATANIA)	12/14/17	92
MARY GORRILL (CARTER)	12/28/17	101
MARY LOUISE SANDERSON (MC GETTIGAN)	12/30/17	90
MATTHEWS, RONALD F.	10/22/17	60
MCCAFFERTY, MARY RITA (MCLERNON)	04/15/17	100
MCCOY, SUE J. (BOGLE)	09/15/17	82
MCMANUS, NAOMI E. (GASKILL)	06/13/17	75
MELILLO, JUDITH FRANCES	10/29/17	68
METCALF, RICHARD A.	04/12/17	58
MEUSE, LORRAINE A. (MANSFIELD)	01/03/17	86
MILANO, ROBERT S.	01/03/17	70
MILEWSKI, ADOLPHINA V.	02/17/17	100
MILHOMME, CATHERINE J. (FURTAW)	04/23/17	63
MILLER, IRENE ELEANOR (ARAUJ0)	01/02/17	95
MINASIAN, AGNES (DER ABRAHAMIAN)	01/18/17	99
MOODY, JACK L.	10/04/17	91
MOSCARIELLO, PASQUALE JOHN	05/07/17	95
MURPHY, THOMAS A.	03/29/17	91
NAPLES, SR., NICHOLAS N.	07/27/17	90
NORTON, PHYLLIS (PELAVIN)	10/24/17	94
O'CONNELL, CAROLYN JEAN (GENDRON)	03/11/17	38
O'CONNOR-CATALDO, DOROTHY E.	04/02/17	84

O'ROURKE, KEVIN FRANCIS	07/09/17	66
PANZA, BARBARA JANE (BENT)	03/10/17	85
PARSONS, E. SHIRLEY (MAXWELL)	06/15/17	89
PASQUAROSA, PATRICIA (FRATUS)	03/21/17	75
PATRICK BRIAN DANAHER	12/29/17	36
PATTON, CINDY A.	07/15/17	60
PENNINGTON, JOSEPH LEO	03/08/17	88
PHELAN, WILLIAM IGNATIUS	03/16/17	84
PINO, MURIEL E. (DILLON)	05/24/17	92
POLLARD, MARILYN JOANN (SHEPHERD)	05/30/17	74
PORTER, KEELYN KYRONE	09/07/17	37
REGAN JR, THOMAS JOHN	09/12/17	90
RIDLON, LOUISE A. (WITHEE)	02/23/17	90
RISTOW, MARLENE (BRAISEKER)	09/06/17	83
ROTHRAUFF, MARGARET (MAGOUN)	05/29/17	84
RUZZO, KATINA M.	01/27/17	53
RYLE, ROSEMARY BEATRICE (NOBLE)	02/06/17	90
SACHDEVA, DHARAM DEVI (VERMA)	05/27/17	97
SANTIS, MARTIN RICHARD	06/16/17	80
SANTOS, ENA T. (HODGES)	01/08/17	74
SCHOEFFEL, DIETMAR M.	09/16/17	86
SCHOOF, SHIRLEY T. (TORBORG)	05/13/17	82
SCHOORENS, ROBERT V.	02/03/17	86
SEGOTA, MARY P. (PRICE)	10/07/17	83
SEWARD III, DEWITT CLINTON	08/05/17	76
SHENOSKY, JUANITA K. (KEATON)	05/20/17	96
SHEPARD, HERBERT E.	01/05/17	90
SHRIBER, HAROLD STANLEY	04/19/17	91
SILIN, MURRAY S.	03/05/17	94
SKOMSKI, BETTY RUTH (LASHER)	03/29/17	93
SNODGRASS, ELEANOR FRANCES (DINNEEN)	02/17/17	59
SPINKS, NEVA (WEAGER)	08/10/17	95
STANLEY, ESTHER GRACE (AYER)	06/29/17	92
STEED, KATHLEEN A. (BURKE)	07/30/17	67
STEIN, IDELLE S. (MAHLER)	06/22/17	99
SULLIVAN, GEORGE F.X.	05/21/17	83
SUZANNE E. SANDOCK (CARSON)	12/28/17	83
THOMAS, WAYNE STANLEY	02/24/17	62
TIMOTHY WAYNE SCHIEFELBEIN	12/30/17	45
TONELLI, ROBERT DANTE	07/16/17	88
TOPALI, JAMES CHRISTOPHER	02/06/17	64
TORRES-CASTRO, ROGELIO	06/27/17	88
TOWNE, MARGARET A. (VANTASSELL)	04/12/17	82
TRAVERS III, JAMES F.	09/13/17	64
UTLEY, DEBORAH A. (GOUTHRO)	05/09/17	62

VENKATARAMAN, MAHALAKSHMI	03/01/17	45
VESSEY, LILLIAN (TAYLOR)	04/01/17	79
VETSCH, NIKLAUS	03/31/17	86
WANG, WEIWEI	10/12/17	64
WAXMAN, EUGENE LANE	07/20/17	97
WEBSTER, MARY TUPPER (DOOLY)	04/27/17	93
WERNTZ, GAIL ELIZABETH (MATHESON)	08/04/17	82
WHITE, ROBERT WESLEY	04/19/17	88
WITKOWSKI, LUCILE YVETTE (GENDRON)	01/26/17	89
ZERR, LOUISA MAY (CARPENTER)	11/11/17	75

ACTON INFORMATION

NATIONAL, STATE, AND COUNTY OFFICIALS

NATIONAL

President	Donald Trump
Vice-President	Mike Pence
Senators in Congress 5th Congressional District	Elizabeth Warren Edward Markey
Representative in Congress 3rd Congressional District	Niki Tsongas

STATE

Governer	Charlie Baker
Lieutenant Governor	Karyn Polito
Secretary of the Commonwealth	William F. Galvin
Attorney General	Maura Healey
Treasurer and Receiver General	Deborah B. Goldberg
Auditor of the Commonwealth	Suzanne M. Bump
Senator Middlesex/ Worcester District	James B. Eldridge
Representative in General Court 14th Middlesex Representative District	Cory Atkins
Representative in General Court 37th Middlesex Representative District	Jennifer Benson

MIDDLESEX COUNTY

Clerk of Superior Court	Michael A. Sullivan
Register of Deeds Middlesex South	Maria C. Curatone
Register of Probate	Tara E. DeCristofaro
District Attorney	Marian Ryan
County Sheriff	Peter J. Koutoujian

ELECTED TOWN OFFICIALS

POSITION NAME	TERM EXPIRES
Moderator	
Peter K. Ashton	2018
Jo-Ann Berry - Temporary Moderator	2018
Board of Selectman	
Janet K. Adachi - Chair	2019
Katherine E. Green - Vice Chair	2019
Joan N. Gardner - Clerk	2020
Peter Berry	2020
Chingsung Chang	2018
Acton-Boxborough Regional School Committee	
Selectmen Liaison: K. Green	
Amy L. Krishnamurthy	2020
Paul A. Murphy	2020
Maya Minkin	2020
Yi Zhang	2019
Deanne W. O'Sullivan	2018
Diane M. Baum	2018
Dennis Bruce	2019
Mary Brolin - (Boxboro)	2019
Tessa L. McKinley - (Boxboro)	2020
Brigid Bieber - (Boxboro) - V Chair	2018
Kathleen Neville - (Boxboro)	2020
Jason Cole - (FinCom Rep)	2018
Christine Russell (FinCom Rep)	2018
Acton Housing Authority	
Selectman Liaison: P. Berry	
Nancy M. Kolb-Secretary	2022
Bernice Baran	2021
Ryan J. Bettez	2020
Robert B. Whittlesey (State Appointed)	2019
Trustees, Citizen's West Acton Library	
Selectmen Liaison: C. Chang	
Dean Charter - Chair	2019
Ellen Spero	2018
Melissa Loporto	2018
Trustees, Charlotte Goodnow Fund	
Trudy Khosla	2018
Harry A. Mink	2020
Bruce J. Muff	2020
Trustees, Elizabeth White Fund	
Jo-Ann Berry	2019
MaryAnn Ashton	2018
Andrea S. Miller	2020
Trustees, Acton Firefighters' Relief Fund	
William Klauer	2018
Robert Vanderhoof	2019
Bruce Stone	2020

MODERATOR APPOINTMENTS

POSITION NAME	TERM EXPIRES
Finance Committee	
Selectman Liaison: J. Adachi	
Stephen R. Noone - Chair	2019
Jason Cole - V Chair	2018
Dave Wellinghoff - Clerk	2018
Jeffrey Bergart	2020
Michael F. Majors	2019
Roland Bourdon, III	2019
Bob Evans	2018
Christiana Andersen	2020
Thomas F. Farley	2020
Christine Russell (Associate)	2018
Jon Benson (Associate)	2018
Minuteman Regional Technical HS	
Selectman Liaison: J. Adachi	
Pam Nourse	2020

BOARD OF SELECTMAN APPOINTMENTS

POSITION NAME	TERM EXPIRES
Acton 2020 Phase III Implementation Committee	
Selectman Liaison: P. Berry	
Andrew Brockway	06/30/19
John Sonner	06/30/20

Benjamin Bloomenthall	06/30/20
Shantaram Nadkarni	06/30/20
Ann Cochran - Associate	06/30/19

Acton Boxborough Cultural Council

Selectman Liaison: J Adachi

Sunanda Sahay	06/30/18
Diane Nestorova	06/30/19
Xiadong (Dawn) Wang	06/30/18
Palma Cicchetti	06/30/18
Surman Adiseshu	06/30/19
Karen Meyers	06/30/18

Acton Leadership Group

Katherine E. Green - BOS
Janet Adachi - (BOS)
Steve Ledoux - (Town Manager)
Steve Barrett - (Treasurer/Collector)
Amy Krishnamurthy - (School Com)
Paul A. Murphy - (School Com)
Marie Altieri - (Assistant Superintendent)
Ann Chang - (Recording Secretary)
Bart Wendell - (Facilitator)
Clare Jeanotte - (School Finance Dir)
Stephen R. Noone - (Finance Comm)
Jason Cole - (Finance Comm)

Acton Nursing Service Advisory Committee

Selectman Liaison: K Green

Charles Kadlec - (At Large) - Chair	06/30/18
Ellen Feinsand - (At Large)	06/30/18
Adrian Hancock - (At Large)	06/30/18
Florence Ross - (At Large)	06/30/18
Jean Lane - (At Large)	06/30/18
Howard Sussman	06/30/18
Tami Gouveia (At Large)	06/30/18

Board of Appeals

Selectman Liaison: J Adachi

Jonathan Wagner	06/30/18
Adam Hoffman	06/30/18
Ken Kozik	06/30/19
Francis Mastroianni - (Associate)	06/30/18
Suzanne Buckmelter - (Associate)	06/20/19

Board of Assessors

Selectman Liaison: C Chang

Carol Leipner Srebnick	06/30/20
Susan C. Miller	06/30/18
Gary Yu	06/30/18

Board of Health

Selectman Liaison: K. Green

Joanne Bissetta - Chair	06/30/19
Mark Conoby	06/30/19
William McInnis	06/30/19
Michael Kreuze	06/30/18
William R. Taylor	06/30/18
Rekah Singh (Voting Associate)	06/30/20
Thomas Jacoby - (Associate)	06/30/20

Board of Registrar of Voters

Deena Ferrara - Democratic	05/23/19
David H. Lunger - Republican	03/01/20
Thomas P. Beals - Republican	06/30/18

Cable Advisory Committee

Selectman Liaison: C Chang

Oleg M. Volinsky	06/30/19
Terrence Lobo	06/30/19
John Covert	06/30/18
Richard Logan	06/30/20
Steve Davidson	06/30/20

Capital Improvement Planning Committee

Steve Ledoux (Manager)	06/30/19
Janet Adachi (BOS)	06/30/19
Steve Noone (FinCom)	06/30/19
Jon Churchill (At Large)	06/30/19
Gary Yu - (At Large)	06/30/20

Steve Barrett (Municipal ex officio)
Claire Jeanotte (ABRS ex officio)

Cemetery Commission

Selectman Liaison: J Gardner

Joseph P. Will	06/30/20
William Klauer	06/30/19
Dana Snyder-Grant	06/30/20

Commission on Disabilities

Selectmen Liaison: J Gardner	
Madeleine Harvey - Chair	06/30/19
Leslie Johnson - Treasurer	06/30/19
Elizabeth Franklin	06/30/18
Daniel L. Factor	06/30/19
Ann Corcoran	06/30/18
Joan Burrows - (Associate) - Interim Secretary	06/30/19
Frances Osman - (Associate)	06/30/18

Community Preservation Committee

Peter Berry - (BOS)	06/30/20
Victoria Beyer - (Historical)	06/30/20
Ray Yacouby - (Planning)	06/30/19
Joseph P. Will - (Recreation) - clerk	06/30/20
Nancy M. Kolb - (Housing)	06/30/20
Bill Alesbury - (At Large) - V Chair	06/30/19
Walter Foster - (At large) - Chair	06/30/18
Amy Green - (Cons-Com)	06/30/18
Dean Charter- (At Large)	06/30/18
Greg Johnson (Associate)	06/30/20
Carolyn Kilpatrick - (Associate)	06/30/19
Roland Bourdon, III - (FinCom Rep)	05/31/19

Conservation Commission

Selectman Liaison: J. Adachi	
Terry Maitland	06/30/18
William Froberg	06/30/18
Amy Green	06/30/19
James Colman	06/30/19
Tim McKinnon	06/30/19
Jennifer Stolz	06/30/19
Paula Goodwin	06/30/18
Suzanne Flint - (Associate)	06/30/20

Council on Aging

Selectman Liaison: P Berry	
Alma Sandman	06/30/19
Marion Maxwell	06/30/18
Bonnie Lobel	06/30/18
Jacqueline Friedman	06/30/18
Peter Duran	06/30/20
Ellen Feinsand	06/30/18
Michelle Holmberg	06/30/19
Michael Chautin	06/30/19
Ann (Nancy) Corcoran	06/30/19
Lori Cooney - (Associate)	06/30/20

CPA Study Committee

Peter Berry - (BOS Rep)	Standing
William Klauer - (Historical)	Standing
Corrina Roman-Kreuze - (ACHC)	Standing
Roland Bourdon - (FinCom)	Standing
Ray Yacouby - (Planning)	Standing
Walter Foster - (At Large)	Standing
Carolyn Kilpatrick - (At Large)	Standing

Design Review Board

Selectman Liaison: J Adachi	
Holly Ben-Joseph - Chair	06/30/19
Peter Darlow - Vice-Chair	06/30/18
David Honn	06/30/20
Kimberly Montella	06/30/20
Emilie Ying - (Planning Rep)	06/30/21

Economic Development Committee

Selectman Liaison: C Chang	
Lawrence J. Kenah - (At Large) Chair	06/30/20
David Foley - (At Large) V Chair	06/30/20
Derrick J Chin - (Planning)	06/30/20
David Didriksen - (At Large)	06/30/19
Peter Daniel - (Chamber)	06/30/20
Michael F. Majors - (FinCom)	05/31/19
Shirley Ming - (At Large)	06/30/20
Ann Chang - (Associate)	06/30/20
Josh Fischel - (Associate) Clerk	06/30/20

Green Advisory Board

Selectman Liaison: P. Berry	
Eric Hudson - Chair	06/30/19
Dennis Loria - V Chair	06/30/19
Mary Smith	06/30/20
Cameron Cousins	06/30/18
Stephen Lowe	06/30/19
Mona Chandra - Associate member	06/30/18

Historic District Commission

Selectman Liaison: C Chang

David Honn	06/30/20
Anita Rogers	06/30/19
Ronald Regan	06/30/19
Fran Arsenault	06/30/18
Allison Casazza	06/30/19
Maria Crowley	06/30/20
David Shoemaker (Alternate) - Clerk	06/30/19

Historical Commission

Selectman Liaison: K. Green	06/30/20
William Klauer - Chair	06/30/20
Bradford Maxwell	06/30/18
Victoria Beyer	06/30/19
William Dickinson	06/30/20
Warren Richmond	06/30/19
Douglas Herrick - (Associate Member)	06/30/20
Raoul Smith - (Associate member)	

Kelley's Corner Steering Committee

Selectman Liaison: P Berry

Andrew Brockway - (Acton 2020)	Standing
Jon Benson - (Fin Com Rep)	Standing
Lawrence J. Kenah - (EDC)	Standing
Peter Darlow - (DRB)	Standing
Derrick Chin - (Planning)	Standing
Bob Van Meter - (At-Large)	Standing
Erin Bettez - (At Large)	Standing
Peter J. Berry - (Associate)	Standing

Land Stewardship Committee

Selectman Liaison: J. Adachi

Bruce Rachman - Chair	06/30/19
Joe Will - Clerk	06/30/20
James Snyder-Grant	06/30/18
Laurence Ullmann	06/30/18
Robert Guba	06/30/18
Robert Farra	06/30/20
John Watlington	06/30/19
Joseph Holmes	06/30/19
Paula Goodwin	06/30/19
Gary Kilpatrick - (Associate)	06/30/18
Nan Millett - (Associate)	06/30/18
Philip Keyes - (Associate)	06/30/18
Andy Gatesman - (Associate)	06/30/18
Joshua Haines - (Associate)	06/30/18
Sherman Smith - (Associate)	06/30/18
Elan Riesman - (Associate)	06/30/18
Todd Tsakiris - (Associate)	06/30/18
James Salem - (Associate)	06/30/18
Jason Temple - (Associate)	06/30/18
Jezanna Gruber - (Associate)	06/30/18

Lowell Regional Transit Authority

Mike Gowing	standing

MAGIC/MAPC

Selectman Liaison: : J Gardner

Ray S. Yacouby (1st Alternate Rep for BOS)

Main Street Master Plan Special Committee

Katie Green - (BOS)	
Mike Majors - (Fin Com)	06/30/18
Cameren Cousins - (GAB)	06/30/18
Ryan Bettez - (Housing)	06/30/18
Benjamin Bloomenthal - (2020)	06/30/20
Douglas Herrick - - (Historical Comm Rep)	06/30/18
William MullIn - (At Large)	06/30/18
Ann Chang - (At Large)	06/30/18
David Brown - (At Large)	06/30/18
Matt Selby - (Land Use Dir)	06/30/18

MBTA Advisory Board

Ronald Regan

Metropolitan Area Planning

Minuteman Home Services

Charles D. Aaronson	standing
Michael F. Majors - (FinCom Rep)	05/31/19

Minuteman Regional Technical High School

Selectman Liaison: J. Adachi

Pam Nourse	05/31/20

Morrison Farm Committee

Selectman Liaison: K. Green

William Mullin - Chair	Standing
Mary Ann Ashton	Standing
Leanne Baxter	Standing
Charles D. Aaronson	Standing
Doug Tindal	Standing
Katherine Cunkleman	Standing
Peter Grover	Standing
Ann Chang	Standing
Jon Benson	Standing

Open Space and Recreation Advisory Committee

Selectman Liaison: K Green

Terry Maitland - (Cons Com)	06/30/19
Ye Emilie Ying - (Planning)	06/30/20
Matt Mostoller - (Water District)	06/30/19
Andrew Magee - (Chair)	06/30/20
Dick Hatfield	06/30/20
William Hill	06/30/20

Planning Board

Selectman Liaison: J Gardner

Ray Yacouby - Chair	06/30/19
Anping Lui	06/30/21
Derrick J Chin - Vice Chair	06/30/19
Bharat Shah - Clerk	06/30/20
Ye Emilie Ying	06/30/21
Jon Cappetta	06/30/22

Public Ceremonies Committee

Gail Sawyer

Recreation Commission

Selectman Liaison: K. Green

Joseph P. Will	06/30/18
Stephen Trimble	06/30/20
Barbara Wilson	06/30/20
Edward Holcomb	06/30/20

Senior / Disabled Taxation Aid Committee (STAC)

Selectman Liaison: J Gardner

Steve Barrett - (Town Treasurer/ Collector)	06/30/18
Susan Miller - (Assessors)	06/30/18
Nancy Gerhardt	06/30/18
Carol Mahoney	06/30/18
Barbara Wilson	06/30/18

Sidewalk Committee

Selectman Liaison: P. Berry

Cameron Cousins	06/30/19
Anthony Victor	06/30/19
Dennis Caristi	06/30/20

Site Plan Special Permit Study Committee

South Acton Train Station Advisory Committee

Selectman Liaison: P. Berry

Mary (Michaela) Moran	Standing
David D. Martin	Standing
Sean Hanley	Standing
David Wellinghoff - (FinCom Rep)	Standing
R. Luke Evans	Standing

Transportation Advisory Committee

Selectman Liaison: J Gardner

James E. Yarin	06/30/18
James Citro	06/30/18
Bengt Muten	06/30/18
Robert Sekuler	06/30/20
Frances Osman	06/30/20

Volunteer Coordinating Committee

Selectman Liaison: P. Berry

Gregory Hutchins	06/30/19
Charles D. Aaronson	06/30/18
Hartley Millett	06/30/19
Jennifer Querbes	06/30/19
Xuan Kong	06/30/19
Fang Yang	06/30/21

Water District-Land Management Advisory Committee

Selectman Liaison: J. Adachi

Paul Malchodi - (BOS Appointed)	06/30/18
Greta Eckhardt - (Water Dist Appointed)	
Barry Rosen - (Water Dist Appointed)	06/30/19
Charles Olmstead - (Water Dist Appointed)	
John Cipar - (Water Dist Appointed)	
Katherine Cunkleman	Standing
Peter Grover	Standing

Water Resources Advisory Committee

Selectman Liaison: J Gardner

Barry Rosen	06/30/19
Ron Beck	06/30/18
Matthew Mostoller - (Water District)	06/30/18
Michael Kreuze - (Health)	06/30/20
Robert Sekuler	06/30/20

West Acton Sewer Action Advisory Committee

Selectman Liaison: J Adachi

J D Head - ABRS	Completion of Task
Jon Cappetta	Completion of Task
Dave Wellinghoff - (fin Com)	Completion of Task
Janet K. Adachi - (BOS)	Completion of Task
Peter Henry - (W Acton Business Community)	Completion of Task
Joanne Bissetta - (W Acton resident)	Completion of Task
Ann Chang - (Past Sewer Comm Mmeber)	Completion of Task
Garry McCarthy- (Acton Citizen)	Completion of Task
Samuel Rice - (Engineering experience)	Completion of Task

TOWN MANAGER APPOINTMENTS

Assistant Town Manager

Mark Hald

Prinicipal Advisor

Brian McMullen

Constable

Chrisopher Prehl

Mark Hald

Local Building Inspector

Brian MacDonald

Tom Moberg

Deputy Inspector of Gas Piping and Gas Appliances

Todd Bosselmann

Deputy Inspector of Wires

Charles Weeks

Emergency Management

Acting Director, Mark Hald

Deputy Director, Gail Sawyer

Superintendent of Municipal Properties

Andrea Ristine

Director of Public Health

Sheryl Ball

Animal Control Officer/Animal Inspector

Patrick (Tack) Palmer

Nelba Maldonado, Assistant

Fence Viewer

Corey York

Field Driver

Vacant

Fire Chief

Robert Hart

Deputy Fire Chief
Bob Vanderhoof

Captains
Anita Arnum
Scott Morse
Robert Smith
John (Jack) White

Lieutenants
Kristopher Ellicks
Eric Mathieu
Chrisopher Sammet
Jake Zbikowski

ALS Coordinator
Patrick McIntyre, FF/EMT-P

Firefighters/EMT's
Peter Ballou, FF/EMT-P
James Byrne, FF/EMT-P
Pat Byrne, FF/EMT-P
Brent Carter, FF/EMT
Jared Crowley, FF/EMT
Gage Cummings, FF/EMT
Ed Daigneault, FF/EMT
Josh DeFelice, FF/EMT
Steve DiMeco, FF/EMT
Mike Doherty, FF/EMT
Chuck Dunnigan, FF/EMT
David Gershen, FF/EMT-P
Peter Imhof, FF/EMT-P
Ken Ineson, FF/EMT
Pat Judge, FF/EMT
Jim Kissane, FF/EMT
Brett Lisak, FF/EMT-P
Tom Matthews, FF/EMT
Ken McDonald, FF/EMT-P
Wade Messamore, FF/EMT
Dennis Munroe, FF/EMT
Nick Pentedemos, FF/EMT
Jim Ruggerio, FF/EMT
Steve Schnepp, FF/EMT
Shaun Shattuck, FF/EMT
Sean Sheridan, FF/EMT
Robert Smart, FF/EMT
Dave Sukerman, FF/EMT-P
Richard Sullivan, FF/EMT
Clem Tyler, FF/EMT
Brian Whalen, FF/EMT

Forest Warden
Robert Hart

Inspector of Gas Piping and Appliances
James G. Corey

Inspector of Wires
William Morehouse

Local Building Commissioner
Francis Ramsbottom

Natural Resources/Cemetary Director
Thomas Tidman

Keeper of the Lockup
Richard Burrows

Chief of Police
Richard Burrows

Deputy Chief
James Cogan

Lieutenants
Ed Lawson
Doug Sturniolo

Sergeants
John Cooney
Ray Grey
Scott Howe
Dean Keeler
Scott Krug
Frederick Rentschler
Daniel Silva

Police Officers

Gardenia Abramowitz
Christopher Browne
Keith Campbell
Michael Cogan
John Collins
Ellis Corey
Ana Dapkas
John Dristillaris
Mike Eracleo
Jacob Frelick
James Goodemote
Leo Gower
Matt Hammer
Kevin Heffernan
Christopher Hodges
David Joachim
Raymond LaRoche
Doug Mahoney
Ryan Matte
Steve McCarthy
Todd McKelvie
James McPadden
Ryan Matte
Steve McCarthy
Todd McKelvie
James McPadden
Nathan Meuse
Jesse Osterhoudt
Luke Penny
Christopher Prehl
Deb Richardson
AJ Rotella
Tyler Russell
Kayla Sheehan
Jon Stackhouse
Steven Stalzer
Tricia Sullivan
Marc Syminton
Zachary Taylor
Roger Wallace
Roderick Wiggins

Police Matrons

Faith Williams
Debra Richardson
Rebecca Leblanc

Dispatchers

Kevin Antonelli
Maurice Brassard
Alicia Burak
Meghan Chen
Kurt Correia
Dan Deane
Joanne Harpin
Pat Hawthorne
Mary Ann McLaughlin (Leas Dispatcher)
Chris McRell
Michaela Taylor
Roger Wallace

Public Ceremonies and Celebrations

Gail Sawyer

Public Weighers

Christopher N. Prehl
James A. Barbato
Robert Greenough

Recreation Director

Catherine Fochtman

Sealer of Weights and Measures

Matthew Dow

Deputy Sealer or Weights and Measures

Evan Carloni

Superintendant of Streets

Richard Waite

Town Finance Director

Stephen Barrett

Town Engineer

Paul Campbell

Veteran's Agent

James MacRae

STREET LIST

OF THE TOWN OF
ACTON, MASSACHUSETTS

TOWN OF ACTON
ENGINEERING DEPARTMENT

JANUARY 1, 2017

STREET NAME	PRECINCT	MAP INDEX
ABEL JONES PLACE	4	M-10
ACORN PARK DRIVE	2	R-10
ADAMS STREET	5	K-12
ADELINE WAY	5	L-12
AGAWAM ROAD	3	N-8
ALBERTINE DRIVE	4	L-11
ALCOTT STREET	6	O-12
ALEXANDRA WAY	1	S-10
ALGONQUIN ROAD	3	O-8
ANDERS WAY	4	N-10
ANDREW DRIVE	4	N-9
APPLE VALLEY DRIVE	4	K-10
ARBORWOOD ROAD	5	N-11
ARLINGTON STREET	2	P-8
14 - 150 EVEN		
1 - 73 ODD		
ARLINGTON STREET	3	N-8
272 - END EVEN		
89 - 423 ODD		
ARLINGTON STREET	4	N-8
156 - 250 EVEN		
ASHLEY CIRCLE	1	S-11
ASHWOOD ROAD	5	N-11
ASPEN LANE	1	R-9
ASSABET CROSSING	5	L-12
AUDUBON DRIVE	5	L-11
AUTUMN LANE	3	M-8
AVALON DRIVE	1	S-9
AYER ROAD	5	M-12
AZALEA COURT	6	O-13

BADGER CIRCLE	1	R-11
BALSAM DRIVE	2	P-10
BANKSIDE HOLLOW	1	S-9
BARKER ROAD	6	N-10
BAXTER ROAD	4	M-9
BAYBERRY ROAD	6	O-12
BEACON COURT	4	L-9
BEECHNUT STREET	2	R-10
BELLANTONI DRIVE	5	N-13
BELLOWS FARM ROAD	1	R-12
BERRY LANE	6	O-12
BETH CIRCLE	1	R-9
BETSY ROSS CIRCLE	3	L-7
BEVERLY ROAD	4	N-10
BILLINGS STREET	4	L-9
BIRCH RIDGE ROAD	3	M-7
BITTERSWEET LANE	1	R-12
BLACK HORSE DRIVE	3	L-7
BLUE HERON WAY	1	R-11
BLUEBERRY PATH	1	T-11
BRABROOK ROAD	6	P-12
BRAMBLE WAY	1	R-12
BREEZY POINT ROAD	2	R-9
BREWSTER LANE	5	L-11
BRIAR HILL ROAD	1	Q-11
BRIDGES DRIVE (No Homes)	2	Q-10
BRIDLE PATH WAY (No Homes)	1	Q-13
BRIMSTONE LANE	1	Q-11
BROADVIEW ROAD	5	L-11
BROMFIELD ROAD	6	O-11
BROOK STREET	2	Q-11
42 – 48 EVEN		
BROOKSIDE CIRCLE	5	M-12
BROWN BEAR CROSSING	1	S-9
BRUCEWOOD ROAD	5	N-11
BULETTE ROAD	2	P-7
BUTTERNUT HOLLOW	1	S-9

CAITLAN DRIVE (No Homes)	4	M-8
CANDIDA LANE	5	M-11
CANTERBURY HILL ROAD	1	S-11
CAPTAIN BROWN'S LANE	4	N-9
CAPTAIN FORBUSH LANE	4	N-9
CAPTAIN HANDLEY ROAD	1	R-10
CARLISLE ROAD	1	T-11
CARLTON DRIVE	5	K-11
CARRIAGE DRIVE	5	M-12
CASTLE DRIVE	3	L-8
CEDAR TERRACE	4	N-9
CENTENNIAL LANE	4	L-11

CENTRAL STREET	4	M-8
2 - 224 EVEN		
3 - 277 ODD		
CENTRAL STREET	3	N-7
236 - 452 EVEN		
283 - 455 ODD		
CHADWICK STREET	5	M-11
CHAFFIN WAY (Newtown)	2	P-8
CHARTER ROAD	4	N-9
11 – 27 ALL		
CHARTER ROAD	2	N-9
56 - 104 EVEN		
63 - 101 ODD		
CHASE PATH	1	R-11
CHEROKEE ROAD	3	O-8
CHERRY RIDGE ROAD	3	M-8
CHESTNUT STREET	2	R-10
CHURCH STREET	3	M-8
CINDY LANE	5	L-12
CLOVER HILL ROAD	5	M-12
COBURN DRIVE (School St)	5	M-11
COLONIAL PATH	4	L-10
COMMUNITY LANE	4	N-10
CONANT STREET	5	L-11
2 – 64 EVEN		
CONANT STREET	4	L-11
1 – 65 ODD		
CONCETTA CIRCLE	5	L-12
CONCORD PLACE	6	O-11
CONCORD ROAD	6	O-11
CONQUEST WAY	4	M-9
CONSTITUTION DRIVE	2	M-9
COOLIDGE DRIVE	2	O-9
COUGHLIN STREET	6	O-10
COUNTRY CLUB ROAD	5	L-11
COUNTRYSIDE ROAD	2	P-8
COWDREY LANE	2	O-10
CRAIG ROAD	5	N-12
CRESTWOOD LANE	4	L-9
CRICKET WAY	6	P-11
CROSS STREET	1	T-11

DAKOTA DRIVE	3	N-8
DANIELLE CIRCLE	2	P-11
DAVIS ROAD (102 only)	1	R-11
DAVIS ROAD	6	R-11
DEACON HUNT ROAD	4	N-9
DEERGRASS LANE	1	R-11
DEVON DRIVE	1	S-11
DISCOVERY WAY	4	N-11
DORIS ROAD	4	N-10
DOWNEY ROAD	4	L-9
DRIFTWOOD ROAD	5	N-11
DRUMMER ROAD	5	M-12
DUGGAN ROAD	3	L-8
DUNHAM LANE	5	L-12
DURKEE ROAD	4	M-9
DUSTON LANE	1	R-12

EASTERN ROAD	1	S-11
ELIOT CIRCLE	2	O-10
ELLSWORTH VILLAGE ROAD	6	P-12
ELM COURT	3	N-8
ELM STREET	3	N-8
EMERSON DRIVE	6	O-12
ESKER WAY (Minot)	6	O-11
ESTERBROOK ROAD	6	P-12
ETHAN ALLEN DRIVE	3	L-7
EVERGREEN ROAD	3	P-9
EVERGREEN WAY	2	P-10

FAIRWAY ROAD	5	L-11
FARLEY LANE	4	L-11
FARMERS ROW	1	Q-11
FARMSTEAD WAY	4	N-10
FAULKNER HILL ROAD	4	L-11
FERNWOOD ROAD	5	N-11
FIFE AND DRUM ROAD	2	O-10
FISCHER PATH	1	R-12
FLAGG ROAD	6	P-12
FLANNERY WAY	4	M-8
FLETCHER COURT	4	L-10
FLINT ROAD	4	M-9
FLINTLOCK DRIVE	3	L-7
FOREST ROAD	6	O-11
FORT POND ROAD	2	P-8

FOSTER STREET	5	N-12
FOX HILL ROAD	5	M-11
FRANCINE ROAD	4	M-10
FRANKLIN PLACE	2	P-11
FRASER DRIVE	4	M-9
FREEDOM FARME ROAD	2	O-8
2 - 4 EVEN		
1 - 5 ODD		
FREEDOM FARME ROAD	3	O-8
8 - 22 EVEN		
7 - 21 ODD		
FREEDOM POND	2	O-9
FROST DRIVE (Hosmer)	6	N-11

GABRIEL LANE	6	Q-11
GERALD CIRCLE	5	L-12
GIONCONDA AVENUE	5	M-11
GRACE PATH	1	Q-12
GRANITE ROAD	1	S-10
GRASSHOPPER LANE	6	P-11
GREAT ELM WAY	1	S-9
GREAT ROAD	6	Q-13
2 - 242 EVEN		
1 - 289 ODD		
GREAT ROAD	2	Q-11
246 - 580 EVEN		
GREAT ROAD	1	Q-11
301 – 581 ODD		
GREEN NEEDLE WAY	1	Q-12
GREENSIDE LANE	2	R-10
GREENWOOD LANE	2	P-10
GREGORY LANE	3	M-8
GREYBIRCH LANE	1	Q-12
GRIST MILL ROAD	3	K-8
GUSWOOD ROAD	5	N-12

HALEY LANE	5	M-11
HALF MOON HILL	3	M-8
HAMMOND STREET	2	P-9
HARRIS STREET	1	R-10
HARTLAND WAY	1	S-11
HARVARD COURT	6	P-11
HATCH ROAD	5	L-11

HAWTHORNE STREET	6	O-12
HAYNES COURT	3	M-8
HAYWARD ROAD	2	N-9
1 - 143 ODD		
HAYWARD ROAD	6	N-9
14 - 54 EVEN		
HAYWARD ROAD	4	N-9
66 - END EVEN		
HAZELNUT STREET	2	R-10
HEALD ROAD	2	O-10
HEATHER HILL ROAD	4	K-8
HEMLOCK LANE	2	P-10
HENLEY ROAD	1	S-9
HENNESSEY DRIVE	4	M-10
HERITAGE ROAD	5	N-12
HERON VIEW ROAD	4	L-9
HICKORY HILL TRAIL	2	P-10
HIGH STREET	5	L-11
2 – 88 EVEN		
92 – 284 ALL		
HIGH STREET	4	L-11
5 – 83 ODD		
HIGHLAND ROAD	3	K-7
HIGHRIDGE WAY (No Homes)	1	S-9
HILLCREST DRIVE	5	M-11
HILLSIDE TERRACE	3	M-8
HOMESTEAD STREET	3	M-8
HORSESHOE DRIVE	6	O-12
HOSMER STREET	6	O-11
2 - 60 EVEN		
3 - 57 ODD		
HOSMER STREET	5	N-12
71 - 119 ALL		
HOUGHTON LANE 3	3	N-8
HUCKLEBERRY LANE	6	O-10
HURON ROAD	3	O-8
HUTCHINSON WAY	2	N-9

INDEPENDENCE ROAD	5	L-12
IRIS COURT	6	O-13
ISABELLA WAY	2	P-8
ISSAC DAVIS WAY	6	O-10

JACKSON DRIVE	2	O-9
JAIME'S WAY	4	N-9
JAY LANE	1	Q-12
JEFFERSON DRIVE	2	N-10
JENNIFER PATH	1	R-10
JESSE DRIVE	3	N-8
JOHN FRANCIS LANE	1	T-11
JOHN SWIFT ROAD	2	O-10
JOSEPH REED LANE	4	N-9
JUNIPER RIDGE ROAD	3	M-8

KATE DRIVE	1	R-11
KEEFE ROAD	6	O-13
KEIZER PATH	2	O-10
KELLEY ROAD	4	M-10
KENNEDY LANE	2	N-8
KINGMAN ROAD	3	L-8
KINSLEY LANE (No Homes)	4	M-9
KINSLEY ROAD	4	M-8
KNOWLTON DRIVE	4	M-9
KNOX TRAIL	5	L-13

LADYSLIPPER LANE	6	Q-12
LARCH ROAD	2	P-10
LAUREL COURT	5	M-11
LAWSBROOK ROAD	5	N-12
LEDGE ROCK WAY	1	S-11
LEXINGTON DRIVE	5	M-12
LIBERTY STREET	4	L-10
LILAC COURT	5	M-11
LILLIAN ROAD	2	P-7
LINCOLN DRIVE	2	P-9
LISA LANE	5	N-13
LITTLEFIELD ROAD	3	N-7
LONG RIDGE ROAD	2	P-10
LONGFELLOW PARK (No Homes)	6	O-11
LONGMEADOW WAY	6	Q-11
LOOSESTICK WAY	1	R-11
LOTHROP ROAD	4	M-9

MacGREGOR WAY	5	M-11
MacLEOD LANE	3	L-8
MADDY LANE	5	N-12
MADISON LANE	2	O-9
MAGNOLIA DRIVE	6	
MAILLET DRIVE	5	K-12
MAIN STREET	4	M-10
16 - 312 EVEN		
3 - 105A ODD		
MAIN STREET	5	L-10
113		
MAIN STREET	6	R-11
348 - 380 EVEN		
353 - 549 ODD		
MAIN STREET	2	O-10
398 - 630 EVEN		
585 - 619 ODD		
MAIN STREET	1	R-11
664 - 1012 EVEN		
679 - 1019 ODD		
MALLARD ROAD	4	M-9
MAPLE STREET	4	L-10
MARIAN ROAD	3	L-8
MARSHALL PATH	1	T-11
MARTHA LANE	1	S-11
MARTIN STREET	4	L-10
MASSACHUSETTS AVENUE	6	N-11
65 - 227 ODD		
MASSACHUSETTS AVENUE	5	N-11
96 - 226 EVEN		
MASSACHUSETTS AVENUE	4	N-10
332 - 590 EVEN		
381 - 585 ODD		
MASSACHUSETTS AVENUE	3	M-8
592 - 680 EVEN		
591 - 693 ODD		
McKINLEY DRIVE	2	P-9
MEAD TERRACE	3	M-8
MEADOW BROOK ROAD	2	P-10
MEADOWS EDGE	1	S-9

MEETINGHOUSE ROAD	5	M-12
MERRIAM LANE	5	M-11
MEYER HILL DRIVE	1	R-10
MICMAC LANE	3	O-7
MILBERY LANE	3	L-8
MILLDAM ROAD	1	R-11
MINOT AVENUE	6	O-11
MINUTEMAN ROAD	2	O-10
MOHAWK DRIVE	3	N-8
MOHEGAN ROAD	3	O-8
MONROE DRIVE	2	O-9
MONUMENT PL	1	R-11
MOSSY LANE	1	R-11
MUSKET DRIVE	2	O-10
MYRTLE DRIVE	6	P-13

NADINE ROAD	4	N-10
NAGOG HILL ROAD	6	P-10
20 - 48 EVEN		
1 - 49 ODD		
NAGOG HILL ROAD	2	Q-10
74 – END ALL		
NAGOG PARK	1	S-9
NAGOG SQUARE	1	S-9
NARA RIDGE	1	S-11
NASH ROAD	4	L-9
NASHOBA ROAD	3	O-7
NEWTOWN ROAD	2	P-8
NONSET PATH	1	S-9
NORTH STREET	1	T-11
NORTHBRIAR ROAD	1	S-11
NOTRE DAME ROAD	3	L-8
NYLANDER WAY	4	M-10

OAKWOOD ROAD	5	N-11
OLD BEAVERBROOK	1	S-9
OLD CART PATH	1	Q-11
OLD COLONY LANE	5	N-13
OLD HIGH STREET	5	K-13
OLD MEADOW LANE	5	M-12
OLD OREGON TRAIL	1	Q-11
OLD POWDER MILL ROAD	5	K-13
OLD STONE BROOK	1	S-9

OLD VILLAGE ROAD	6	P-11
OLDE BARN WAY	2	O-8
OLDE LANTERN ROAD	3	L-8
OLDE SURREY DRIVE	5	M-11
ONEIDA ROAD	3	O-8
ORCHARD DRIVE	3	N-7
OVERLOOK DRIVE	4	L-9
OXBOW DRIVE	1	Q-11

PALMER LANE	2	R-10
PARKER STREET	5	L-12
PARKLAND LANE	2	R-10
PARMLEY DRIVE	5	L-11
PARTRIDGE POND ROAD	6	O-10
PARTRIDGE HOLLOW (Nagog)	2	P-10
PATRICK HENRY CIRCLE	3	L-7
PATRIOTS ROAD	2	P-10
PAUL REVERE ROAD	3	L-7
PEARL STREET (No Homes)	4	M-8
PERKINS LANE	3	N-8
PHALEN STREET	6	O-12
PHEASANT HILL	1	S-9
PHLOX LANE	6	P-13
PINE CONE STRAND	1	S-9
PINE STREET	4	L-11
PINE RIDGE FARM LANE	1	S-13
PINE RIDGE ROAD (Pvt Central)	4	L-9
PINEWOOD ROAD	5	N-11
PIPER LANE	4	M-11
PIPER ROAD	4	M-11
2 – 92 EVEN		
PIPER ROAD	5	M-11
1 - 97 ODD		
POND RIDGE DRIVE (Pvt School)	5	N-12
POND VIEW DRIVE	5	M-12
POPE ROAD	6	Q-12
16 - 190 EVEN		
7 – 317 ODD		
POPE ROAD	1	Q-12

200 - 380 EVEN		
POST OFFICE SQUARE	2	P-11
POWDER HORN LANE	3	L-7
POWDER MILL ROAD	5	K-13
PRESCOTT ROAD	4	L-9
PRESTON WAY	1	T-11
PROCTOR STREET	6	Q-12
PROSPECT STEET	4	M-10
PURITAN ROAD	5	L-12
PUTNAM ROAD	2	P-10
PUTTER DRIVE	5	K-12

QUABOAG ROAD	3	N-8
QUAIL RIDGE DRIVE	2	R-10
QUAIL RUN	1	R-11
QUARRY ROAD	1	S-10

RAILROAD STREET	4	L-10
REDWOOD ROAD	5	N-11
REEVE STREET	1	S-10
REVOLUTIONARY ROAD	2	O-10
REX LANE	1	S-10
RIVER STREET	5	M-11
ROBBINS STREET	4	L-9
ROBERT ROAD	5	L-12
ROBINWOOD ROAD	5	N-12
ROOSEVELT DRIVE	2	O-9
ROSE COURT	6	P-13
ROUTE 2	2	O-8, O-12
RUSSELL ROAD	5	N-12
RYDER PATH	2	R-10

SACHEM WAY	1	R-10
SAMANTHA WAY	1	R-10
SAMUEL PARLIN DRIVE	2	P-9
SANDALWOOD ROAD	5	N-12
SANDAS TRAIL	3	N-8
SANDY DRIVE	5	M-11
SARAH INDIAN WAY (Fort Pond)	2	P-8
SARAH JANE COURT	4	N-10
SARAH LANE	3	M-8

SAWMILL ROAD	1	S-11
SCHOOL STREET	4	M-10
2 - 90 EVEN		
SCHOOL STREET	5	M-11
108 - 316 EVEN		
3 - 323 ODD		
SEMINOLE ROAD	3	N-8
SENECA COURT	3	N-8
SENECA ROAD	3	N-8
SETTLEMENT WAY	1	Q-12
SHADY LANE	3	L-7
SIBEL LANE (High)	5	K-12
SILVER HILL ROAD	5	L-12
SIMON HAPGOOD LANE	6	Q-13
SIMON WILLARD ROAD	2	O-10
SIOUX STREET	3	N-8
SKYLINE DRIVE	2	R-10
SMART ROAD	3	L-8
SOUTH STREET	1	T-11
SPENCER BROOK RD (Concord)	1	S-13
SPENCER ROAD	4	M-9
SPLIT ROCK DRIVE	1	S-9
SPRING FARM CIRCLE	3	L-8
SPRING HILL ROAD	1	R-12
SPRUCE STREET	4	M-8
10 - 12 EVEN		
3 -25 ODD		
SPRUCE STREET	3	N-8
30 - 68 EVEN		
33 - 61 ODD		
SQUIRREL HILL ROAD	3	L-8
ST JAMES CIRCLE	4	M-10
STACY'S WAY	6	N-10
STATION WAY (Train Station)	4	L-10
STELLA COURT	6	Q-11
STONEYMEADE WAY	6	P-13
STOW STREET	4	K-10
STRAWBERRY HILL ROAD	6	Q-12
4 - 74 EVEN		
126 - 150 EVEN		

5 - 151 ODD	1	
STRAWBERRY HILL ROAD	1	Q-12
76 - 118 EVEN		
SUDBURY ROAD	5	K-13
SULLIVAN LANE	1	R-11
SUMMER STREET	4	M-8
8 - 24 EVEN		
13 - 23 ODD		
SUMMER STREET	3	M-8
33 - END		
SUTTON PLACE	2	Q-9
SWEENEY FARM LANE	4	L-8
SWEETBRIAR WAY	1	Q-11

TAYLOR ROAD	6	O-10
TENNEY CIRCLE	5	L-12
THOMAS DRIVE	4	N-9
THOREAU ROAD	6	O-11
THUNDER WAY	3	M-8
TICONDEROGA ROAD	3	L-7
TILL DRIVE	1	S-11
TINSDALE DRIVE	1	S-11
TORRINGTON LANE	4	M-9
TOWNE HOUSE LANE	4	N-10
TOWNSEND ROAD	3	L-8
TRASK ROAD	2	O-10
TRIANGLE FARM LANE	1	S-13
TUMBLING HAWK	1	S-9
TUPELO WAY	4	M-10
TUTTLE DRIVE	4	M-9

VALLEY ROAD	5	L-11
VANDERBELT ROAD	5	M-11

WACHUSETT DRIVE	3	O-7
WALNUT STREET	2	R-10
WAMPANOAG DRIVE	2	O-7
WAMPUS AVENUE	1	R-11
WASHINGTON DRIVE	2	O-9
WATERSIDE CLEARING	1	S-9
WAYSIDE LANE	4	M-9
WEST ROAD	4	M-8

WESTFORD LANE (Commercial)	1	S-9
WESTSIDE DRIVE	5	K-13
WETHERBEE STREET	6	O-13
WHEELER LANE	1	S-11
WHEELWRIGHT LANE	1	Q-11
WHISPERING WAY	1	R-11
WHITTIER DRIVE	6	O-11
WILLIS HOLDEN DRIVE	2	P-9
WILLOW STREET	4	L-8
28 - 172 EVEN		
WILLOW STREET	3	L-8
5 - 179 ODD		
WILSON LANE	2	O-9
WINDEMERE DRIVE	3	K-8
WINDINGWOOD LANE	1	R-11
WINDSOR AVENUE	4	M-8
WINGATE LANE	6	P-13
WINTER STREET	3	L-8
WINTERBERRY PATH	1	R-11
WOOD LANE	6	O-11
WOODBURY LANE	2	O-10
WOODCHESTER DRIVE	3	K-8
WOODFIELD ROAD	3	L-7
WRIGHT TERRACE	3	M-8
WYNDCLIFF DRIVE	1	R-10

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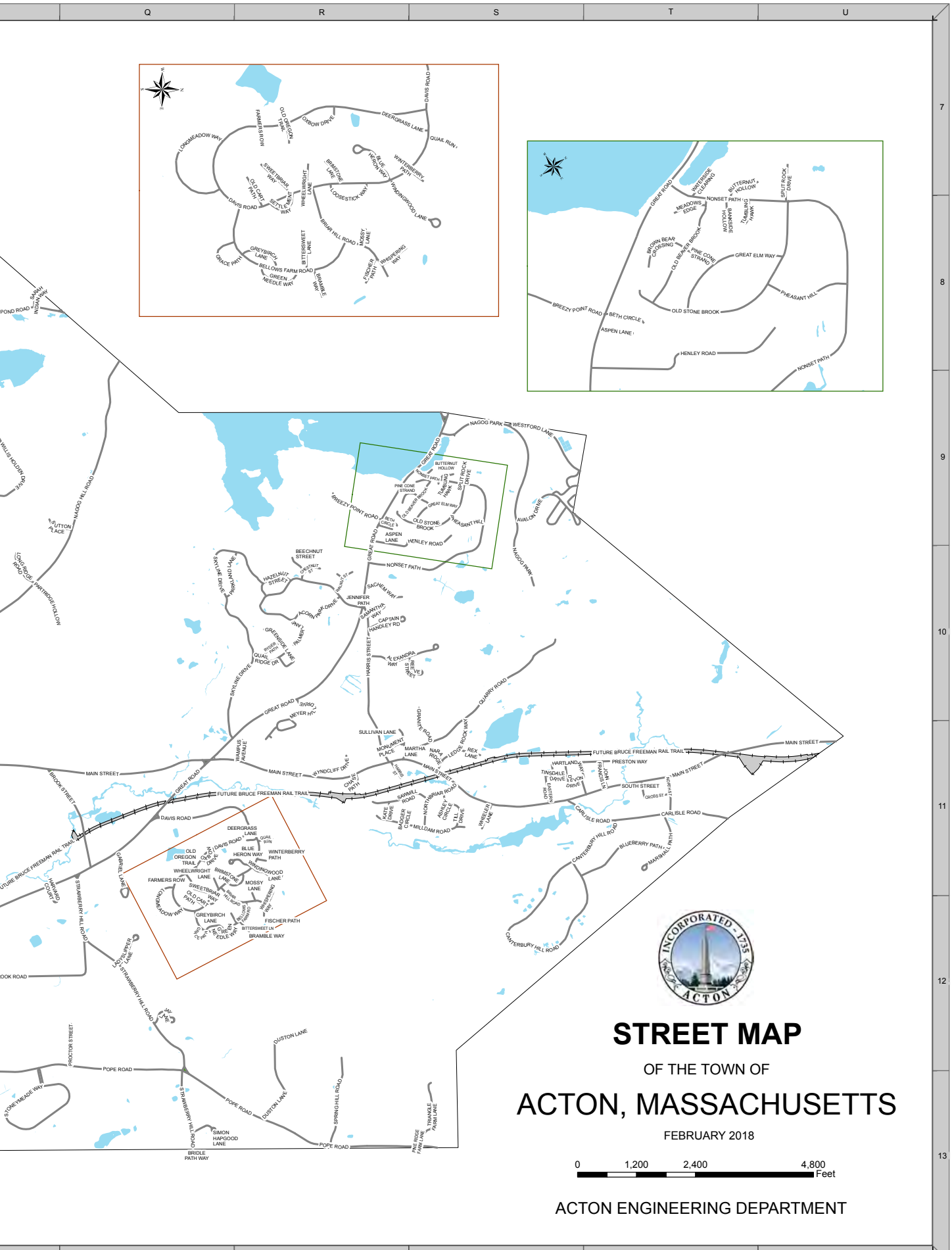
E
ETHAN ALLEN DRIVE
POWDER HORN LANE
FLINTLOCK DRIVE
PATRICK HENRY CIRCLE
BETSY ROSS CIRCLE
PAUL REVERE ROAD
BLACK HORSE DR
HIGHLAND ROAD
OLDE LANTERN ROAD
GRIST MILL ROAD
WOODCHESTER DRIVE
WINDEMERE DRIVE
SQUIRREL HILL ROAD
DUGGAN ROAD
WILLOW STREET
MACLEOD LANE
HEATHER HILL ROAD
SMART ROAD
ARLINGTON STREET
NOTRE DAME ROAD
MARIAN ROAD
SWEENEY FARM LN
WILLOW STREET
CASTLE DRIVE
MILBERY LANE
AUTUMN LANE
SUMMER STREET
SPRING FARM CIRCLE
WINTER STREET
BIRCH RIDGE ROAD
CHERRY RIDGE ROAD
ARLINGTON STREET
SARAH LANE
THUNDER WAY
HOMESTEAD STREET
CHURCH STREET
MASSACHUSETTS AVENUE
GREGORY LANE
WRIGHT TERRACE
HEAD TERRACE
ELSIDE TERRACE
HALF MOON HILL
CENTRAL STREET
MBTA FITCHBURG LINE
ELM STREET
SPRUCE STREET
WEST ROAD
HOUGHTON LANE
ARLINGTON STREET
ANDREW DRIVE
KENNEDY LANE
FERKINS LANE
AGAWAM ROAD
DAKOTA DRIVE
SIOUX TRAIL
SIBLEY ROAD
QUABOAG ROAD
SEMINOLE ROAD
JESSIE DRIVE
ELM CT
SENECA COURT
MOHEGAN ROAD
ONEIDA ROAD
ALGONQUIN ROAD
HURON ROAD
CHEROKEE ROAD
WAMPANOAG DRIVE
MOHAWK DRIVE
ORCHARD DRIVE
MASHAUSETT DRIVE
MICMAC LANE
LITTLEFIELD ROAD
ROUTE 2
LILLIAN ROAD
BULETTE ROAD
COUNTRY BUSH ROAD
MERRITTOWN ROAD
ISABELLA WAY
MAPPIN WAY
FORT
FREEDOM PARKE ROAD
OLDE BARN WAY
FLANNERY WAY
MARLEY ROAD
OTTLAWN
BAXTER ROAD
FRASER DRIVE
CRESTWOOD LANE
DOWNEY ROAD
WINDSOR AVENUE
KNOWLTON DRIVE
CEDAR TERRACE
JOSEPH REED LANE
CAPTAIN FOREBISH LANE
DEACON HUNT DRIVE
CAPTAIN BROWN'S LANE
HAYWARD ROAD
CHARTER ROAD
FREEDOM POND
JACKSON DRIVE
LINCOLN DRIVE
MADISON LANE
NEWTOWN ROAD
HAMMOND STREET
CONSTITUTION DRIVE
BILLINGS STREET
ROBBINS STREET
PRESCOTT ROAD
OVERLOOK DRIVE
BEACON COURT
HERON VIEW ROAD
STOW STREET
FLINT ROAD
MALLARD ROAD
DURKEE ROAD
BRICER ROAD
WAYSIDE LANE
LOTHROP ROAD
TUTTLE DRIVE
TORRINGTON LANE
THOMAS DRIVE
JAIMES WAY
SAINT JAMES CIRCLE
HENNESSEY DR
PROSPECT STREET
PINE RIDGE RD
TUPELO WAY
MAIN STREET
SARAH JANE COURT
COMMUNITY LN
TELLEY ROAD
BEVERLY ROAD
DORSEY ROAD
NOONE ROAD
FRANCINE ROAD
TOWNE HOUSE LANE
WASHINGTON DRIVE
WILSON LN
COOLIDGE DRIVE
MONROE DRIVE
MCKINLEY DRIVE
EVERGREEN WAY
EVERGREEN ROAD
SAMUEL PARSON DRIVE
BALSAM DRIVE
HICKORY HILL TRAIL
LARCH ROAD
JEFFERSON DRIVE
MONROE DRIVE
REVOLUTIONARY ROAD
FIFE AND DRUM ROAD
ISAAC DAVIS WAY
ELIOT CIRCLE
COWDREY LANE
SIMON WILLARD ROAD
BEAVER PATH
HEALD ROAD
TUSK ROAD
JOHN SWIFT ROAD
MINUTEMAN ROAD
HUCKLEBERRY LANE
COUGHLIN STREET
PATRIOTS ROAD
BROOKSIDE ROAD
MEADOW ROAD
WOODBURY LANE
PUTNAM ROAD
NAGOG HILL ROAD
GREENWOOD LANE
HEMLOCK LANE
FRANKLIN PLACE
MARTIN STREET
LIBERTY STREET
APPLE VALLEY DRIVE
STATION WAY
ABEL-JONES PLACE
ANDER WAY
RIVER STREET
FUTURE ASSABET RIVER RAIL TRAIL
COLONIAL PATH
FLETCHER COURT
PINE STREET
ALBERTINE DRIVE
CENTENNIAL LANE
MAIN STREET
HIGH STREET
FAULKNER HILL ROAD
AUDUBON DRIVE
BREWSTER LANE
CONANT STREET
FAIRWAY ROAD
CLAIRE CLOSE
PIPER ROAD
PIPER LANE
LILAC COURT
FAIRE COURT
MACDONALD WAY
ANDERS WAY
HANNISTON WAY
BRUCEWOOD ROAD
PINEWOOD ROAD
ELMWOOD ROAD
OAKWOOD ROAD
ASHWOOD ROAD
DISCOVERY WAY
BARKER ROAD
TAYLOR ROAD
PARTRIDGE POND ROAD
BRIDGE DRIVE
WOOD LANE
CONCORD ROAD
MINOT AVENUE
EDGER WAY
WHITTIER DRIVE
BROMFIELD ROAD
OLD VILLAGE ROAD
CRICKET WAY
GRASSHOPPER LANE
CHADWICK STREET
SCHOOL STREET
VANDERBELT ROAD
VALLEY LANE
FENWOOD ROAD
LINDEWOOD ROAD
ARBOROWOOD ROAD
MERRIAM LANE
OLDE SURREY DRIVE
GOLDEN RIDGE
FOX HILL ROAD
POND VIEW DRIVE
HILLCREST DRIVE
COBURN DRIVE
CANDIA LANE
SAINT DENIS DRIVE
SCHOOL STREET
MADDY LANE
ROSEWOOD ROAD
SASSAFRAS ROAD
BRUCEWOOD ROAD
HOSMER STREET
FOREST ROAD
FROST DRIVE
ALCOTT STREET
THOREAU ROAD
HAWTHORNE STREET
PHAEN STREET
EMERSON DRIVE
ALCOTT STREET
BERRY LANE
GREAT ROAD
ESTERBR
CARLTON DRIVE
PUTTER DRIVE
PARKER STREET
ADAMS STREET
ROBERT ROAD
GERALD CIRCLE
PURTAN ROAD
HIGH STREET
SILVER HILL ROAD
BROADVIEW STREET
HATCH ROAD
VALLEY ROAD
TENNEY STREET
PARKER STREET
MEETINGHOUSE ROAD
DRUMMER ROAD
CONCORD CROSSING
CONCORD CIRCLE
ADELINE WAY
CINDY LANE
DUNHAM LANE
MALLET DRIVE
SIBEL LANE
ASSABET CROSSING
INDEPENDENCE ROAD
BROOKSIDE CIRCLE
OLD MEADOW LN
PARKER STREET
HERITAGE ROAD
POND RIDGE DR
FOSTER STREET
RUSSELL ROAD
CRAIG ROAD
LEXINGTON DRIVE
LAWSBROOK ROAD
LISA LANE
BELLANTONI DRIVE
OLD COLONY LANE
SCHOOL STREET
WETHERBEE STREET
FUTURE BRUCE FREEMAN RAIL TRAIL
KEEFE ROAD
ELSWORTH VILLAGE ROAD
BRIARBROOK ROAD
FLAGG ROAD
DIRGIN ROAD
POPE ROAD
MYRTLE DRIVE
BAYBERRY ROAD
AZALEA ROAD
PINE DRIVE
MAGNOLIA DRIVE
ROSE DRIVE
WILOK LANE
WINGATE LANE
WESTSIDE DRIVE
SUDBURY ROAD
OLD HIGH STREET
POWDER MILL ROAD
KNOX TRAIL


STREET MAP
OF THE TOWN OF
ACTON, MASSACHUSETTS
FEBRUARY 2018
0 1,200 2,400 4,800 Feet
ACTON ENGINEERING DEPARTMENT
INCORPORATED 1735
ACTON
FUTURE BRUCE FREEMAN RAIL TRAIL
MAIN STREET
GREAT ROAD
DAVIS ROAD
NAGOG PARK
WESTFORD LANE
NONSET PATH
HENLEY ROAD
OLD STONE BROOK
GREAT ELM WAY
PHEASANT HILL
BREEZY POINT ROAD
BETH CIRCLE
ASPEN LANE
BUTTERNUT HOLLOW
SPLIT ROCK DRIVE
MEADOWS EDGE
BROWN BEAR CROSSING
OLD BEAVER BROOK
PINE CONE STRAND
AVALON DRIVE
NAGOG PARK
BEECHNUT STREET
HAZELNUT STREET
SKYLINE DRIVE
JENNIFER PATH
SAMANTHA WAY
CAPTAIN HANDLEY RD
HARRIS STREET
ALEXANDRA WAY
QUARRY ROAD
SULLIVAN LANE
MONUMENT PLACE
MARTHA LANE
LEDGE ROCK WAY
REX LANE
PRESTON WAY
HARTLAND WAY
TINSDALE DRIVE
DEVON DRIVE
FRANKLIN
SOUTH STREET
CARLISLE ROAD
CANTERBURY HILL ROAD
BLUEBERRY PATH
MARSHALL PATH
SAWMILL ROAD
NORTHBRIAR ROAD
MILLDAM ROAD
WHEELER LANE
WAMPUS AVENUE
WYNDCLIFF DRIVE
BROOK STREET
GARFIELD LANE
STRAWBERRY HILL ROAD
POPE ROAD
DUSTON LANE
SPRINGHILL ROAD
SIMON HAPGOOD LANE
BRIDLE PATH WAY
TRIANGLE FARM LANE
PROCTOR STREET
STONEMEADE WAY
LONGMEADOW WAY
FARMERS ROW
OLD OREGON TRAIL
DEERGRASS LANE
QUAIL RUN
BLUE HERON WAY
WINTERBERRY PATH
WHEELWRIGHT LANE
BRIMSTONE LANE
WINDWOOD LANE
MOSSY LANE
SWEETBRIAR WAY
OLD CART PATH
SETTLER WAY
BRIAR HILL ROAD
LOOSESTICK WAY
GREYBIRCH LANE
GRACE PATH
BELLOWS FARM ROAD
GREEN NEEDLE WAY
BITTERSWEET LANE
BRAMBLE WAY
FISCHER PATH
WHISPERING WAY
BITTERSWEET LN
Q
R
S
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E-MAIL DISTRIBUTION LISTS

The Town maintains electronic mail (e-mail) distribution groups for all Boards, Committees, and Commissions, as well as Departments. Such groups are commonly referred to as “shells”.
E-mails sent to shells are automatically forwarded to all members of the group who have provided an e-mail address to the Town.

Using e-mail does not satisfy Open Meeting Law requirements (Massachusetts General Laws, Chapter 39, Section 23B). Please direct questions regarding this law to the Town Clerk.

To use a shell, send your e-mail to the address listed to the right-hand column of this table. When replying to an e-mail sent to a shell, it is recommended that you use the “Reply to All” function of your e-mail program so that all members are copied on your reply.

Acton 2020 Committee	acton2020@acton-ma.gov
Acton Boxborough Cultural Council	abcc@acton-ma.gov
Acton Community Housing Corporation	achc@acton-ma.gov
Acton Housing Authority	aha@acton-ma.gov
Acton Leadership Group	alg@acton-ma.gov
Acton Nursing Services	nursing@acton-ma.gov
Acton Nursing Services Advisory Committee	ansac@acton-ma.gov
Appeals, Board of	boa@acton-ma.gov
Assessor Department	assessors@acton-ma.gov
Assessors, Board of	bas@acton-ma.gov
Building Department	building@acton-ma.gov
Cable Advisory Committee	cac@acton-ma.gov
Capital Planning Improvement Committee	cipc@acton-ma.gov
Cemetery Commission	cemcom@acton-ma.gov
Cemetery Department	cemetery@acton-ma.gov
Citizens’ Library Department	wacl@acton-ma.gov
Clerk Department, Town	clerk@acton-ma.gov
Collector Department	collector@acton-ma.gov
Commission on Disability	cod@acton-ma.gov
Community Preservation Committee	cpc@acton-ma.gov
Community Services Coordinator	lducharme@acton-ma.gov
Conservation Commission	conscom@acton-ma.gov
Council on Aging	coa@acton-ma.gov
Council on Aging (Senior Center)	seniorcenter@acton-ma.gov
Design Review Board	drb@acton-ma.gov
Economic Development Committee	edc@acton-ma.gov
Emergency Management Agency	ema@acton-ma.gov
Engineering Department	engineering@acton-ma.gov
Finance Committee	fincom@acton-ma.gov
Finance Department	finance@acton-ma.gov
Fire Department	fire@acton-ma.gov
Green Advisory Board	gab@acton-ma.gov
Health Department	health@acton-ma.gov
Health, Board of	boh@acton-ma.gov
Highway Department	highway@acton-ma.gov
Historic District Commission	hdc@acton-ma.gov
Historical Commission	hc@acton-ma.gov
Human Resources Department	hr@acton-ma.gov
Information Technology	it@acton-ma.gov
Land Stewardship Committee	lsc@acton-ma.gov

Manager Department, Town	manager@acton-ma.gov
Memorial Library Department	library@acton-ma.gov
Memorial Library Trustees	mlt@acton-ma.gov
Municipal Properties Department	mp@acton-ma.gov
Natural Resources Department	nr@acton-ma.gov
Open Space Committee	osc@acton-ma.gov
Parking Clerk	parkingclerk@acton-ma.gov
Planning Board	pb@acton-ma.gov
Planning Department	planning@acton-ma.gov
Police Department	police@acton-ma.gov
Public Ceremonies Committee	pcc@acton-ma.gov
Recreation Commission	reccom@acton-ma.gov
Recreation Department	recreation@acton-ma.gov
School Committee, Acton-Boxborough Regional	www.abschools.org
Selectmen, Board of	bos@acton-ma.gov
Senior Taxation Aid Committee	stac@acton-ma.gov
Sidewalk Committee	sc@acton-ma.gov
South Acton Train Station Advisory Committee	satsac@acton-ma.gov
Transportation Advisory Committee	tac@acton-ma.gov
Treasurer Department	treasurer@acton-ma.gov
Veterans Services	vso@aqcton-ma.gov
Volunteer Coordinating Committee	vcc@acton-ma.gov
Water Resources Advisory Committee	wrac@acton-ma.gov

VOLUNTEER COORDINATING COMMITTEE

VOLUNTEER APPLICATION

TOWN HALL
472 MAIN STREET
ACTON, MA 01720

TELEPHONE (978) 929-6611
FAX (978) 929-6350
EMAIL VCC@ACTON-MA.GOV

Residents interested in serving on a Town Board, Committee or Commission are requested to complete this form and send it to the Office of the Town Manager at Town Hall.

(Please print or type)

Title **Mr. Mrs. Ms. Dr.**	First Name	Last Name
Street Address		
Phone Number(s)		Email Address

Please indicate below, in order or preference, the Board, Committee or Commission that is of interest to you:

_____

_____

Have you previously been a member of a Board, Committee or Commission (either in Acton or elsewhere)? If so, please list the Board name and your approximate dates of service:

_____

_____

Do you have any time restrictions?_____

Are you a United States citizen? _____

How long have you lived in Acton? _____ In Massachusetts? _____

Present occupation and employer (Optional: attach resume): _____

_____

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest?

_____

Education and special training: _____

Please list below any additional information or comments that may help in the matching of your interests with the most appropriate Board/Committee, such as civic experience, special interests/hobbies, etc:

_____

Thank you for your interest. If you have questions or would like more information, please contact a member of the Volunteer Coordinating Committee at **vcc@acton-ma.gov**.

Current membership may be obtained through the Town Manager's office at Town Hall, (978) 929-6611 / **manager@acton-ma.gov**.

The space below is for use by the Volunteer Coordinating Committee and the appointing body to record the status of your application.

VCC Interview

Applicant Called _____

Schedule Date & Time _____

Recommendation _____

Board, Committee or Commission

_____

_____

_____

Recommendation Sent: _____

Appointing Body

Selectmen / Manager / Moderator

Interview Date _____

Appointed Date _____

Term _____

Member / Alternate / Associate

Member / Alternate / Associate

Member / Alternate / Associate

Notification of Appointment

Received by VCC _____

Committee Notified _____

Applicant Notified _____

☐ No Openings at this time

TOWN OF ACTON OFFICIAL WEBSITE
http://www.acton-ma.gov

Useful pages you can find on the Town of Acton website

Name	Description
Agendas & Minutes	Archived agendas and minutes for Town of Acton boards and committees
Boards & Committees	Link to the webpages for the Town of Acton boards and committees
Budget	Town of Acton budget documents
Business	Link to Town of Acton resources for businesses
GIS/Mapping	Town of Acton Geographic Information System (GIS), and interactive tool that provides access to town maps and geographically referenced property information
Government	Links to Town of Acton government pages
How Do I?	Questions and answers that explain how to apply for permits, licenses, obtain vital records, and obtain municipal information
Job and Volunteer Opportunities	A list of employment and volunteer opportunities with the Town of Acton
Manager's Blog	A blog written by the Town Manager that covers issues that are important to the town and its residents
Notify Me by Email	Registration page to receive e-mail notifications for emergency alerts, bid postings, employment and volunteer opportunities, Acton news flashes, board and committee information, and town blog postings
Notify Me by Phone	Registration page to receive time-sensitive safety or community welfare messages from Town officials
Online Bill Pay	Page to pay real estate bills, personal property tax bills, motor vehicle excise tax bills, or Sewer Operation and Maintenance bills online
Residents	Links to Town of Acton resources for residents
Services	Links to Town of Acton Services
Town Directory	Addresses and phone numbers for town department5s and resources
Town Meeting/Elections	Information for past and current year Annual Town Meetings, as well as town election information and results

AT YOUR SERVICE

EMERGENCIES
Call 911 to save a life, report a fire, or stop a crime. Give you name, address, and phone number. For other calls, use the business number of the appropriate department.

For questions concerning:	*Call:*	*Telephone*
Animal Control	Animal Control Officer	978-929-7719
Assessments	Board of Assessors	978-929-6621
Births, Deaths, and Marriages	Town Clerk	978-929-6620
Buildings	Building Commissioner	978-929-6633
Cemeteries	Cemetery Division	978-929-6642
Conservation	Natural Resources Division	978-929-6634
Emergency Management	Emergency Management Director	978-929-7730
Education	Acton-Boxborough School District	978-264-4700
Elderly Affairs	Council on Aging	978-929-6652
Election, Voting, and Registration	Town Clerk	978-929-6620
Electrical Inspection	Building Division	978-929-6633
Engineering	Town Engineer	978-929-6630
Fire (Business and Permits)	Fire Department	978-929-7722
Garbage and Refuse	Board of Health	978-929-6632
Hazardous Materials	Board of Health	978-929-6632
Health and Sanitation	Board of Health	978-929-6632
Highways and Streets	Highway Department	978-929-7740
Home Nursing	Acton Nursing Services	978-929-6650
Housing	Acton Housing Authority	978-263-5339
Libraries	Acton Memorial Library	978-929-6655
	West Acton Citizens' Library	978-929-6654
Licenses: Dog	Town Clerk	978-929-6620
Permits:		
Blasting	Fire Department	978-929-7722
Building	Building Division	978-929-6633
Food Service	Board of Health	978-929-6632
Heating	Building Division	978-929-6633
Historic Districts Certificate	Building Division	978-929-6633
Oil Storage Tank Removal	Fire Department	978-929-7722
Outdoor Burning	Fire Department	978-929-7722
Plumbing	Building Division	978-929-6633
Septic	Board of Health	978-929-6632
Sewage	Engineering Department	978-929-6630
Smoke Detector Inspection	Fire Department	978-929-7722
Wiring	Building Division	978-929-6633
Zoning	Planning Division	978-929-6631
Planning	Planning Division	978-929-6631
Police (Business and Permits)	Police Department	978-929-7711
Recreation	Recreation Department	978-929-6640
Social Services	Community Resource Coordinator	978-929-6651
Selectmen, Board of	Town Manager	978-929-6611
Senior Center	Council on Aging	978-929-6652
Street Lights	Engineering Department	978-929-6630
Street Trees	Municipal Properties	978-929-7744
Tax Collection	Collector Department	978-929-6622

Town Accountant	Accounting Department	978-929-6624
Town Manager	Town Manager Office	978-929-6611
Train Service	MBTA	800-392-6100
Transfer Station/Recycling Center	Highway Department	978-929-7742
Veterans' Services	Veterans' Agent	978-929-6614
Water Services	Acton Water District	978-263-9107
Zoning	Zoning Board of Appeals	978-929-6631

REGULARLY SCHEDULED MEETINGS

Check the meeting times on the Town of Acton website (http://www.acton-ma.gov/) or by calling the Town Clerk's Office.

Acton 2020 Committee	As needed in Town Hall
Acton-Boxborough Cultural Council	1st and 3rd Monday at 7:00 PM in Town Hall
Acton-Boxborough Regional School Committee	1st and 3rd Tuesdays at 7:00 PM at RJ Grey Jr. High School
Acton Community Housing Corporation	As needed in Town Hall
Acton Housing Authority	Last Tuesday of the month at 68 Windsor Ave.
Acton Nursing Services Advisory Committee	2nd and 4th Tuesday at 7:00 PM
Board of Assessors	1st Wednesday of each month at 6:00 PM in Town Hall
Board of Health	2nd and 4th Monday of each month at 7:30 PM in Town Hall
Board of Selectmen	2nd and 4th Monday of each month at 7:00 in Town Hall
Cable Advisory Committee	3rd Thursday of each month at 7:30 PM at Acton TV studio
Cemetery Commission	2nd Wednesday of each month at 3:00 PM in Town Hall
Commission on Disabilities	3rd Tuesday of each month at 9:30 AM in Town Hall
Community Preservation Committee	2nd and 4th Thursday of each month at 7:30 PM in Town Hall
Conservation Commission	1st and 3rd Wednesday of each month at 7:00 PM in Town Hall
Council on Aging Board	2nd Monday of each month at 3:00 PM at the Senior Center
Design Review Board	1st and 3rd Wednesday of each month at 7:30 PM at Town Hall
Economic Development Committee	1st and 3rd Thursday of each month at 7:30 PM in Town Hall
Finance Committee	1st and 3rd Tuesdays at 7:30 PM in Town Hall
Green Advisory Board	As needed in Town Hall
Historic District Commission	2nd and 4th Tuesday of each month at 7:30 PM in Town Hall
Historical Commission	As needed in Town Hall
Land Stewardship Committee	3rd Tuesday of each month at 7:00 PM in Town Hall
Memorial Library Trustees	Monthly at Acton Memorial Library
Open Space Committee	1st Friday of each month at 7:30 AM in Town Hall
Planning Board	1st and 3rd Tuesday of each month at 7:30 PM in Town Hall
Recreation Commission	1st Tuesday of each month at 7:30 PM in Town Hall
Sidewalk Committee	2nd Wednesday of each month at 7:00 PM in the acton Memorial Library
South Acton Train Station Advisory Committee	3rd Thursday of each month at 7:30 PM in Town Hall
Transportation Advisory Committee	4th Thursday of each month at 7:30 PM in Town Hall
Volunteer Coordinating Committee	2nd and 4th Monday of each month at 7:00 PM in Town Hall
Water Resources Advisory Committee	4th Wednesday of each month at 7:00 PM at Acton Water District
Zoning Board of Appeals	1st Monday of each month at 7:30 PM in Town Hall